

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Plans

5 Year Plan for Fiscal Years 2004 - 2008
Annual Plan for Fiscal Year 2004

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE
WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of the City of Rocky Mount

PHA Number: NC019

PHA Fiscal Year Beginning: (mm/yyyy) 01/2004

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2004 - 2008
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here) **The goal of the Rocky Mount Housing Authority (RMHA) is to provide drug free, decent, safe and sanitary housing for eligible families; and provide opportunities and promote self-sufficiency and economic independence for all residents. In order to achieve this mission, the RMHA will:**
- RECOGNIZE residents are our ultimate customers;**
- IMPROVE RMHA management and service delivery efforts through effective and efficient management of staff;**
- SEEK problem-solving partnerships with residents, community, and government leadership;**
- APPLY limited RMHA resources to the effective and efficient management and operation of public housing programs.**

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

EXECUTIVE SUMMARY

In accordance with the Quality Housing and Work Responsibility Act of 1998 (QHWRA), RMHA has developed a Five Year Plan. The Five Year Plan covers specific goals and objectives to be done by various departments at RMHA. The Five Year Plan was developed with input from staff, commissioners, and

residents. A brief summary of the projections and conclusions of the Five Year Plan are as follows:

- 1. To maintain maximum operational effectiveness;**
- 2. to Increase the level of awareness of policy makers of the need and benefits of affordable housing;**
- 3. to provide new housing opportunities and preserve the existing housing stock with fiscal responsibility; and**
- 4. to promote self-sufficiency among residents through education and employment training.**

☒ PHA Goal: Expand the supply of assisted housing

Objectives:

- ☒ Apply for additional rental vouchers:
- ☒ Reduce public housing vacancies:
- ☒ Leverage private or other public funds to create additional housing opportunities:
- ☒ Acquire or build units or developments
- ☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☒ Improve public housing management: (PHAS score)
- ☒ Improve voucher management: (SEMAP score)
- ☒ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units:
- ☒ Demolish or dispose of obsolete public housing:
- ☒ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☒ Conduct outreach efforts to potential voucher landlords
- ☒ Increase voucher payment standards
- ☒ Implement voucher homeownership program:
- ☒ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☒ Convert public housing to vouchers:
- ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
Objectives:
- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - ☒ Implement public housing security improvements:
 - ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
- ☐ Increase the number and percentage of employed persons in assisted families:
 - ☒ Provide or attract supportive services to improve assistance recipients' employability:
 - ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
- ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

nc019w01

nc019w02

Annual PHA Plan PHA Fiscal Year 2004

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☒ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Executive Summary

Rocky Mount Housing Authority's (RMHA) Annual Plan is prepared in accordance with HUD's Preliminary/Draft Guidance on preparation and submission of the PHA Plans for FY 2004 as published July 27, 1999. Staff has made every effort to ensure participation in the Plans from Residents, staff, Board of Commissioners, local government and general government. The major components of the Annual Plan are considered to be the statements relating to Financial Resources, Agency Policies, Rent Determines Policy, Operations and Management and Capital Improvements. The FY 2004 Annual Plan was prepared with the vision of maintaining the highest level of service possible, with limited resources, for the clients served. Primary focus of RMHA during the FY 2004 will be demolition and new construction of the remaining 88 units due to the 1999 flood. New construction for 14 new one-bedroom apartments on Marigold Street has been completed and new construction has begun for 48 single family homes on Springfield Road. A 5H Home Ownership Program has been established. Our primary goal is to pre-sale the 48 single family homes. In addition RMHA is in the process of acquiring thirty-six (36) Vacant Lots to build thirty-six (36) single family homes to replace public housing units loss in the 1999 flood. We are conducting a monthly homeownership meeting to aid in achieving this goal. In addition, RMHA will explore establishing project based Section 8 units, single room occupancy (SRO), issuing bonds and

Section 8 homeownership program. Overall, the FY 2004 Annual Plan was developed to realistically address HUD's regulations as set out in the Housing Act of 1998.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	4
ii. Table of Contents	5
1. Housing Needs	8
2. Financial Resources	14
3. Policies on Eligibility, Selection and Admissions	15
4. Rent Determination Policies	24
5. Operations and Management Policies	29
6. Grievance Procedures	30
7. Capital Improvement Needs	31
8. Demolition and Disposition	33
9. Designation of Housing	34
10. Conversions of Public Housing(RMHA Voluntary Conversion Initial Assessment)	35
11. Homeownership (Section 8 Homeownership Capacity Statement)	36
12. Community Service Programs	39
13. Crime and Safety	41
14. Pets (Inactive for January 1 PHAs) – Pet Policy	43
15. Civil Rights Certifications (included with PHA Plan Certifications)	43
16. Audit	44
17. Asset Management	44
18. Other Information	45
1. Definition of “Substantial Deviation” and “Significant Amendment or Modification	47
2. Neighborhood Appearance Follow-up Plan for FY 2004	47
3. Communication Follow-up Plan for FY 2004	47

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration **(nc019a01)**
- ☒ FY 2004 Capital Fund Program Annual Statement **(nc019b01)**
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

HIGH PERFORMER –SCORE 97

Required Attachment: Resident Member of the PHA Governing Board (nc019e01a)

Optional Attachments:

- ☒ PHA Management Organizational Chart **(nc019c01)**
- ☒ FY 2004 Capital Fund Program 5 Year Action Plan **(nc019d01)**
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan **NOTE: No Funds for FY 2004)**
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **(nc019e01)**
- ☒ Other (List below, providing each attachment name)
 - a. Voluntary Conversion Initial Assessments – **(nc019f01)**
 - b. RMHA 5-year Goals and Objectives – **(nc019g01)**
 - c. Pet Policy – **(nc019h01)**
 - d. Neighborhood Appearance Follow-up Plan FY 2004 – **(nc019i01)**
 - e. Communication Follow-up Plan for FY 2004 - **(nc019e01, nc019e01b)**

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures	Annual Plan: Grievance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
n/a	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
n/a	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
n/a	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
n/a	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
To Be Done	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
n/a	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
n/a	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the “Overall” Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2527	5	5	5	5	5	5
Income >30% but <=50% of AMI	1671	5	5	5	5	5	5
Income >50% but <80% of AMI	2230	5	5	5	5	5	5
Elderly	2073	5	5	5	5	5	5
Families with Disabilities	n/a	5	5	5	5	5	5
Race/Ethnicity	39%	5	5	5	5	5	5
Race/Ethnicity	65%	5	5	5	5	5	5
Race/Ethnicity	55%	5	5	5	5	5	5
Race/Ethnicity	72%	5	5	5	5	5	5

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: DEHC 2002-2007
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset

Available for public inspection

- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	492	100%	221
Extremely low income <=30% AMI	418	85%	
Very low income (>30% but <=50% AMI)	49	10%	
Low income (>50% but <80% AMI)	25	5%	
Families with children	366	74.5%	
Elderly families	37	7.5%	
Families with Disabilities	89	18%	
Race/ethnicity Blk	483	98.2%	
Race/ethnicity Wht	6	1.2%	
Race/ethnicity Hisp	2	.4%	
Race/ethnicity	1	.2%	

Housing Needs of Families on the Waiting List			
mixed/other			
Characteristics by Bedroom Size (Public Housing Only)	207 all bedrm sizes		
1BR	60	29%	36
2 BR	117	56.5%	101
3 BR	23	11%	60
4 BR	6	3%	23
5 BR	1	.5%	1
5+ BR	0	0	0
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? One month Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☒ Other (list below) **(nc019g01) Expanded Goals & Objectives**

Seek new housing thru new development activities using Capital Program Funds.

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☒ Other: (list below) **Encourage/Income Exclusion**

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Rocky Mount Housing Authority (RMHA) current funding resources are listed below. It is very difficult to project future use of funds because of the uncertainty of HUD's funding from year to year. However, RMHA will continue to ensure its maximum use in addressing our needs.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	1,300,000	PH Operations
b) Public Housing Capital Fund	1,277,737	Capital Improvement :
c) HOPE VI Revitalization		
d) HOPE VI Demolition		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,342,192	Supporting Tenant Based Assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	83,333	Tenant Services
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	1,218,771	Support Operations
4. Other income (list below)		
Investments	\$59,890	Support Operation
Other Income	\$27,642	Support Operation
4. Non-federal sources (list below)		
Total resources	\$5,309,565	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: (state number) **Five (5)**
☐ When families are within a certain time of being offered a unit: (state time)
☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
☒ Rental history
☒ Housekeeping
☒ Other (describe) Credit Reports

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source) **Set-up to be able to obtain FBI Criminal Records thru NCIC-Source be has not utilized due to expense.**

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
☐ Sub-jurisdictional lists
☐ Site-based waiting lists
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
☐ PHA development site management office
☒ Other (list below)

West End Terrace Community Center – (Hyman Battle Center)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One
- ☐ Two
- ☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☐ Overhoused
- ☐ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
- 1 Homelessness
- 1 High rent burden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☒ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

- a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

(Hard Copy of Admission Policies for Public Review) (nc019a01)

- c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:
- ☒ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below: **Weeks Armstrong Homes**
NC19-2, NC19-4, NC19-5 Scattered
Sites
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

- d. ☒ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

- e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☒ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☒ Other (list below) **Demolition and reconstruction of Project 2 should prove to generate more interest in the community.**

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

☐ Not applicable: results of analysis did not indicate a need for such efforts

☒ List (any applicable) developments below: **NC19-2, NC19-4, NC19-5 (1/2 of Scattered Sites) Weeks Armstrong Homes Community – Edgecombe County**

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

☐ Not applicable: results of analysis did not indicate a need for such efforts

☒ List (any applicable) developments below: **NC19-1, NC19-3, NC19-5 (1/2 of Scattered Sites) West End Terrace Community- Nash County**

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

☐ Criminal or drug-related activity only to the extent required by law or regulation

☐ Criminal and drug-related activity, more extensively than required by law or regulation

☐ More general screening than criminal and drug-related activity (list factors below)

☒ Other (list below)

NOTE: Section 8 Landlords are responsible for screening families for suitability.

b. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☒ Criminal or drug-related activity

☒ Other (describe below) **Rental History and House Keeping Habits are shared with prospective landlords**

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office
- ☒ Other (list below) **Open or Special Applications at the Hyman Battle Center and Weeks Armstrong Community Center**

(3) Search Time

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

- 1 - **Lack of affordable standard housings available.**
- 2 - **Problems raising security deposit and utility monies.**
- 3 - **Failure of Landlord to make prompt repairs to property.**
- 4 - **Illness of Family head or members.**
- 5 - **Other unforeseen circumstances out of families control as long as ongoing communication is made with RMHA.**

(4) Admissions Preferences

a. Income targeting

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

- 1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
- 1 Homelessness
- 1 High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction

- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
- ☐ Other (list below)

4. PHA Rent Determination Policies

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

The main three (3) rent determination methods used by Rocky Mount Housing Authority (RMHA) are:

1.	0 Bedroom	\$388.00
2.	1 Bedroom	\$420.00
3.	2 Bedroom	\$510.00
4.	3 Bedroom	\$677.00
5.	4 Bedroom	\$746.00
6.	5 Bedroom	\$858.00

a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below: **Hardship Notice for Public Review**

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☒ For the earned income of a previously unemployed household member (mandatory)

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☐ Yes for all developments

☐ Yes but only for some developments

☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☐ For all developments

☐ For all general occupancy developments (not elderly or disabled or elderly only)

- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- ☐ Other (list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper

- ☐ Survey of similar unassisted units in the neighborhood
☒ Other (list/describe below)

Section 8 rent reasonableness study using information from local realtors

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
☐ 100% of FMR
☒ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ The PHA has chosen to serve additional families by lowering the payment standard
☐ Reflects market or submarket
☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
☒ Reflects market or submarket
☒ To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
☒ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached. (nc01c01)
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

?? List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year	Expected Turnover
--------------	----------------------------------	-------------------

	Beginning	
Public Housing	768 (210 off line) Flood	30%
Section 8 Vouchers	265	25%
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Public Housing Drug Elimination Program (PHDEP)	768 Public Housing 40 Section 8 New Construction	30% 20%
Other Federal Programs(list individually)	40 Section 8 New Construction for the Elderly	20%

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

- a. **Admissions and Occupancy Policy (ACOP)**
- b. **Pet Policy**
- c. **2003-2005 Annual Maintenance Plan**
- d. **Procurement Policy**

(2) Section 8 Management: (list below)

- a. **Section 8 Administrative Plan**
- b. **Statement of Policies and Procedures**
- c. **FSS Action Plan**
- d. **Section 8 Owner Handbook**

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A. **RMHA IS A HIGH PERFORMER**

With a score of 97 EXEMPT

A. Public Housing

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☒ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office – **(West End Terrace Administrative Office – Section 8 Department)**
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **(nc019b01) (nc019b02) (nc019b03) (nc019b04) (nc019b05)**

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

- ☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **(nc019d01)**

-or-

- ☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:

- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	Weeks Armstrong Homes
1b. Development (project) number:	NC019P019002 and NC19P019004
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Demolition Dates and Number 108 Units June 13, 2001, 26 Units July 24, 2000 and 88 Units June 13, 2002 Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/> 5 (h) Program Approved
4. Date application approved, submitted, or planned for submission:	(07/24/2000)
5. Number of units affected:	222
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development NC019P019004 - 14 Units (Vivian Lucille Powell Village) <input checked="" type="checkbox"/> Total development NC019P019002 - 208 Units
7. Timeline for activity:	a. Actual or projected start date of activity: 01-15-2000 b. Projected end date of activity: 01-01-2005

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? **(If “No”, skip to component 10.** If “yes”, complete one activity description for each development, unless the PHA is eligible to

complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible

to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

(See attachment nc019f01)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No:	Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input checked="" type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: July 24, 2000) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

***STATEMENT OF ANY HOMEOWNERSHIP PROGRAM ADMINISTERED BY
ROCKY MOUNT HOUSING AUTHORITY***

This statement describes steps taken by Rocky Mount Housing Authority (RMHA) to address its homeownership programs.

Over the past years RMHA has made three (3) attempts to create additional public housing units and the third for 202 Elderly housing. None of the three applications were approved.

Within the past two years, RMHA purchased a 3 bedroom single family home under the 203 (k) program and sold it within a four month period. There has not been any attempt to acquire additional 203 (k) units because of funding and man hours to address.

In 1997 RMHA formed a non -profit 501 3 C named South Eastern North Carolina Community Development Corporation (SENCCDC). The primary goal of this corporation is to (1) create affordable housing units and (2) help residents in creating business. Currently SENCCDC has a 2 bedroom home for sale.

Several homeownership workshops have conducted by RMHA and SENCCDC over the past four (5) years. During the FYs 2 001, 2002, and 2003 RMHA has continued to conduct Homebuyers educational workshops.

RMHA is replacing units to be demolished (48) with single family homes. Our intent is to sale all 84 of the homes under the 5H Program to qualified families. RMHA has hired a homeownership administrator to sale the 84 single family homes.

We are developing a Section 8 Homeownership Plan for HUD approval.

RMHA will continue to explore every reasonable means to create ownership opportunities for Residents.

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Whatley Cove Subdivision 1b. Development (project) number: NC019016
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>(DD/MM/YYYY) 04/08/2003</u>
5. Number of units affected: 48 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.) **RMHA IS A HIGH PERFORMER**

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☐ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☒ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs

Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/special criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>South Eastern North Carolina Community Development Corp.</i>	<i>Unlimited</i>	<i>Registration Open</i>	<i>PHA Main Office</i>	<i>Both PHA and Section 8</i>
<i>Jazzy's Restaurant (Jobs and Job Training)</i>	<i>Limited Number</i>	<i>Application Waiting List Screening</i>	<i>Restaurant Site</i>	<i>Both PHA and Section 8</i>
<i>Resident Management Council, Inc. (RMC)</i>	<i>Limited Number</i>	<i>Screening</i>	<i>PHA Main Office</i>	<i>Both PHA and Section 8</i>
<i>ROSS Grant</i>	<i>Unlimited Number</i>	<i>Application Waiting List Screening</i>	<i>ROSS Grant Office</i>	<i>Both PHA and Section 8</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	27 (Will plan to continue utilizing 35 but 27 is required)	27 as of 5/31/03

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

note: Housing officers continue to gain the cooperation of residents in the reporting of crimes and the cooperation needed to eliminate it.

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☐ PHA employee reports
- ☒ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

Note: Police provide reports on the types and times of crimes committed on housing property. Also, police follow-up on reports with the housing managers.

3. Which developments are most affected? (list below)

Weeks Armstrong Homes – Edgecombe County

West End Terrace – Nash County

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below) Youth Golf Program and CPTED

2. Which developments are most affected? (list below)

Weeks Armstrong Homes – Edgecombe County

West End Terrace – Nash County

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☒ Other activities (list below)

Police involvement in youth programs

2. Which developments are most affected? (list below)

Weeks Armstrong Homes – Edgecombe County

West End Terrace – Nash County

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

No Funds for 2004

- ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☒ No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Pet Policy – (nc019h01)

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Certifications:

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. **(nc019j01)**

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
- 2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
- 3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
- 4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?

5. ☐ Yes ☐ No: If yes, how many unresolved findings remain?____
Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)] **RMHA is a High Performer**

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.
High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- ☐ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)
3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☐ Attached at Attachment (File name)
- ☐ Provided below:

The comments were general and involved items covered under the CFP Annual Plan. (i.e. need for air conditions, etc.) RMHA simply reviewed the current schedule to address all concerns.

3. In what manner did the PHA address those comments? (select all that apply)

- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☒ Other: (describe) **Resident on the Board of Commissioners is appointed by the Mayor of the City of Rocky Mount North Carolina (nc019f01b)**

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here) **City of Rocky Mount, North Carolina**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below) **New construction of single family homes and renovation of apartments**
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The City of Rocky Mount is working with Rocky Mount Housing Authority on the following items as related to the Consolidated Plan:

- 1. Partnership with Jazzy's Restaurant for Home Maintenance Classes and other CD functions.**
- 2. Using HA units for lead abatement**
- 3. Requiring Rental Rehab participants to rent HA clients**

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

1. Rocky Mount Housing Authority "Definition of Substantial Deviation" and "Significant Amendment or Modification" [903.7(r)]:

The Rocky Mount Housing Authority (RMHA) definition to meet the requirement of final rule 903.7(r) and PIH 99-51, pertaining to "Substantial Deviation" and "Significant Amendment or Modification" is as follows:

- 1. Any changes to rent or admissions policies or other policies including organization of the waiting list.**

2. Any significant change in use of funds under the Capital Fund Program.
3. Any change significant with regard to demolition or disposition, designation, homeownership programs or conversion activities.
4. Any substantial deviation from the Mission Statement and/or Goals and Objectives presented in the Five-Year and Annual Plan that cause changes in the services provided to Residents or significant changes to the Agency's financial situation will be documented in subsequent Agency Plans. An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements offered by HUD.

2. Neighborhood Appearance Follow-up Plan for FY 2004
(nc019i01)
3. Communication Follow-up Plan for FY 2004
(nc019e01) (nc019e01b)

Attachments

Use this section to provide any additional attachments referenced in the Plans.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification								
Name, Number, and Location	Number and	Capital Fund Program Parts II and III	Development Activities	Demolition / disposition	Designated housing	Conversion	Home-ownership Component	Other (describe) Component

Component 3, (6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☒ Yes ☐ No: Do any of these covered developments have average income above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

Deconcentration Policy for Covered Developments			
Development Name	No. of Units	Explanation (if any) {see step 4 at §903.2 (c)(1)(iv)}	Deconcentration policy(if no explanation) {see step 5 at § 903.2(c)(1)(v)}
West End Terrace NC19P019001	110		
Weeks Armstrong Homes NC19P019002	208		
West End Terrace NC19P019003	100		
Weeks Armstrong Homes NC19P019004	100		
Scattered Sites NC19P019005	198		
McIntyre Lane NC19P019009	50		

Page 1 of 3

DECONCENTRATION

RESOLUTION NO. 16 (1999)

**Approving Amendment to Rocky Mount Housing Authority (RMHA) Admission
and Continued Occupancy Policy (ACOP) to Provide for Deconcentration of Poverty
and Income Mixing in all RMHA Communities**

WHEREAS, HUD issued a notice in the Federal Register on February 18, 1999 concerning the New Quality Housing and Work Responsibility Act (QRWHA) of 1998 requiring Public Housing Authorities to develop a policy to provide for deconcentration of poverty and income mixing by bringing higher income Residents into lower-income public housing communities and bringing lower-income Residents into higher-income public housing communities; and

WHEREAS, the Executive Director is recommending amending both the Tenant Selection Policies and Procedures, and Tenant Selection and Assignment Plan as stated on the attached sheet to achieve deconcentration of poverty and income mixing in all RMHA communities;

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Rocky Mount Housing Authority hereby approve the attached Amendments to meet HUD's Deconcentration of Poverty and Income Mixing requirements.

Date Adopted: June 8, 1999

**Distribution: HUD
RMHA Housing Manager
RMHA Occupancy Staff
Residents Presidents
Resident Advisory Board
Post
File**

AMENDMENT NO.1

Date: 6/8/99

ACOP AMENDMENTS

11. **Tenant Selection Policies and Procedures**

Current wording - Page 35, a

To avoid concentration of the most economically and socially deprived families in one or all the developments operated by the RMHA

Amendment - Page 35, a.

To provide for deconcentration of poverty and income mixing, by bringing higher-income tenants into lower-income public housing communities and bring lower-income Residents into higher-income communities.

12. **Tenant Selection and Assignment Plan**

Current wording - Page 35, a.

Assignment of applications and units must be conducted in accordance with a Tenant Selection and Assignment Plan that meets HUD requirements and approval. Units assignments must be based on the type of project, size and type of unit required, applicable preferences, and date and time of application.

Amendment - Page 35, a.

Assignments of applicants and units must be conducted in accordance with a Tenant Selection and Assignment Plan that meets HUD requirements and approval. Units assignments must be based on the project income, size and type of unit required, applicable preferences, and date and time of application.

REVISION TO TENANT SELECTION AND ASSIGNMENT PLAN

Refer to Tenant Selection and Assignment Plan - Page 1

#1 Add: INCOME TARGETING

PHA must admit not less than 40% of new families that have income at or below 30% of the area median incomes. Other admission must be at or below 80% of the area median.

Process for Tracking

The RMHA Occupancy Department will implement the income target by:

1. Quarterly identify the incomes (i.e., 30% of area median and not more than 80% of area median) by community.
2. Pull monthly from the waiting list based on the same area median incomes.

#2 Add: DECONCENTRATION

The RMHA Policy is to provide for deconcentration of poverty and income mixing by bringing higher income residents into lower income projects and lower income residents into higher projects. The PHA will implement the "skipping" of a family on the waiting list to achieve income mixing goals at targeted developments.

Rocky Mount Housing Authority (RMHA)
Dwelling Lease Addendum
Effective October 1, 1999

Section 2. TERM OF LEASE

Current Reading - The lease shall begin on _____ and end at midnight on the last day of the same calendar month at a monthly rental of \$ _____. The rent for the first month or portion thereof is \$ _____, payable in advance on or before the first day of occupancy.

Change - The lease shall begin on _____ and end at midnight on the last day of the twelfth month of signing the lease at a monthly rental of \$ _____. The rent for the first month or portion thereof is \$ _____ payable in advance on or before the first day of occupancy.

Section 3. AUTOMATIC RENEWAL OF LEASE AND MONTHLY RENT

Current Reading - This lease shall be automatically renewed for successive terms of one (First Sentence) (1) month each at the monthly rent set forth above (subject to adjustment in accordance herewith) upon the payment by the Resident of such monthly rent on or before the first day of the month.

Change - This lease shall be automatically renewed for successive terms of one (First Sentence) (1) year each (except for noncompliance with the community service requirements or any other section of the lease) at the monthly rent set forth above (subject to adjustment in accordance herewith) upon the payment by the Resident of such monthly rent on or before the first day of the month.

LEASE ADDENDUM
RENT DETERMINATION PROCESS
RESIDENT CHOICE OF RENT

a. **Income-Based Rent**

RENT CHARGED BY THE RMHA ARE THE GREATER OF THE FOLLOWING:

10% OF GROSS MONTHLY INCOME

OR

30% OF ADJUSTED MONTHLY INCOME

OR

\$25.00 RMHA MINIMUM RENT

NO RESIDENT WILL PAY LESS THAN THE MINIMUM RENT OF \$25.00 PER MONTH ADOPTED BY THE BOARD AND EFFECTIVE APRIL 1, 1996. This means that families paying zero rent or a rent less than \$25.00 will be charged the RMHA's Minimum rent in effect at that time.

b. **FLAT RENT - (effective October 1, 1999)**

This rent figure may vary pending studies done by RMHA. The current flat rents are posted by RMHA in the Housing Manager Office and the Main Administration Building.

RMHA FLAT RENT SCHEDULE

1 Bedroom	\$300.00
2 Bedroom	\$350.00
3 Bedroom	\$363.00
4 Bedroom	\$399.00
5 Bedroom	\$439.00

I _____ hereby choose the following rent:

a. **Income-Based Rent**

b. **Flat rent of _____ for a _____ bedroom apartment**

Resident

Date

Date

**AMENDMENTS TO PET POLICY
(EFFECTIVE OCTOBER 1, 1999)**

Add: Section 1. DEFINITIONS

- A. - The pet should not exceed 20 lbs.**

Add: Section 2. RULES GOVERNING THE KEEPING OF PETS

- D. - Any pet known to bite or attack will not be permitted on RMHA property. (Pit Bull dog, Rottweiler, Doberman Pincher, Bull Dog, or any similar dog is not allowed.)**

Add: H. FINANCIAL OBLIGATIONS:

- (a) the pet owner is required to secure a Homeowners Policy including liability which would provide coverage for the pet's owner. This coverage is to be no less than \$100,000.00.**

© Pet waste removal minimum charge is \$10.00.

RMHA PET POLICY DOCUMENTATION FORM

PART I

Resident's Name _____ Date _____

Resident's Address _____ Unit/Project No. _____

Type of Pet _____ Size of Pet _____

Approved by _____
RMHA Representative

PART II

DOCUMENTATION NEEDED:

Veterinarian _____

Address _____

Certificate of Inoculation _____ yes _____ no

Date of Inoculation _____

Liability Coverage:

Name of Insurance Company _____

Date of Policy _____

Date approved by RMHA _____

Date disapproved by RMHA _____

Comments _____

RMHA Representative _____
Date _____

Resolution No. 32 (2003)

**Approval of Capital Funds FY 2004 Annual Statement and Five (5) Year Plan
For Submission to HUD**

WHEREAS, Rocky Mount Housing Authority (RMHA) staff is recommending approval of the attached FY 2004 Capital Funds Annual Statement and Five (5) Year Plan as required by HUD; and

WHEREAS, the subject Annual Statement and Five (5) Year Plan was discussed with RMHA Resident Advisory Board who participated in the development of the said Plan; and

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of the Rocky Mount Housing Authority does hereby approve the attached FY 2004 Capital Funds Annual Statement and Five Year Plan for submission to HUD.

Date Adopted: October 14, 2003

**Distribution: RMHA Finance Director
 RMHA Director of Facilities
 HUD
 File**

nc019b01

Annual Statement / Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) **Part I: Summary**

PHA Name:

Rocky Mount Housing Authority

Grant Type and Number
 Capital Fund Program Grant No.
 Replacement Housing Factor Grant No:

NC19PO1950104

Federal FY of Grant:
 2004

☒ Original Annual Statement
☐ Performance and Evaluation Report for Period Ending:

☐ Reserve for Disaster/Emergencies

☐ Revised Annual Statement (revision no.:)
☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$195,534.00	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$82,671.00	\$0.00	\$0.00	\$0.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$15,000.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$75,222.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$504,780.00	\$0.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$10,000.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$3,641.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$80,000.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
18	1498 Development Activities	\$161,715.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,128,563.00	\$0.00	\$0.00	\$0.00
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security -- Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 21 Related to Security -- Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

nc019b01

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PMA Name:		Grant Type and Number		Federal FY of Grant					
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19PO1960104		2004					
Replacement Housing Facility Grant No:									
Development Number HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA-Wide Mgmt. Improvmts	Computers & Software Management & Maintenance Training	1408		\$28,500.00	\$0.00				
		-		\$195,534.00	\$0.00				
		-		\$13,500.00	\$0.00				
		-							
		Total 1408		\$195,534.00	\$0.00	\$0.00	\$0.00		
HA-Wide Admin	Administration	1410		\$82,671.00	\$0.00	\$0.00	\$0.00		
				Total 1410		\$82,671.00	\$0.00	\$0.00	\$0.00
HA-Wide Fees and Costs	A & E services	1430		\$15,000.00	\$0.00	\$0.00	\$0.00		
				Total 1430		\$15,000.00	\$0.00	\$0.00	\$0.00
		1440		\$0.00	\$0.00	\$0.00	\$0.00		
				Total 1440		\$0.00	\$0.00	\$0.00	\$0.00
HA-Wide	Sidewalks & Street Repair	1450		\$10,000.00	\$0.00				
		-		\$2,500.00	\$0.00				
		-		\$10,722.00	\$0.00				
		-		\$23,222.00	\$0.00	\$0.00	\$0.00		
		Total 1450		\$23,222.00	\$0.00	\$0.00	\$0.00		
HA-Wide	Nonroutine vacancy prep. Unexpended physical needs PM Materials Occupied Painting Replace Asbestos Tile Garbage Carts	1460		\$20,000.00	\$0.00				
		-		\$46,000.00	\$0.00				
		-		\$18,000.00	\$0.00				
		-		\$4,616.00	\$0.00				
		-		\$86,164.00	\$0.00				
		-		\$5,000.00	\$0.00				
		Total 1460		\$179,780.00	\$0.00	\$0.00	\$0.00		
HA-Wide	Appliances (HVAC & HW/H) Dwelling Equipment	1465		\$10,000.00	\$0.00	\$0.00	\$0.00		
				Total 1465		\$10,000.00	\$0.00	\$0.00	\$0.00
HA-Wide	Non-Dwelling Structures	1470		\$3,641.00	\$0.00				
				Total 1470		\$3,641.00	\$0.00		\$0.00
HA-Wide	Automotive equipment Office Maint. & Comm. Space Equip. Maintenance equipment	1475		\$48,000.00	\$0.00				
		-		\$22,000.00	\$0.00				
		-		\$10,000.00	\$0.00				
		-		\$80,000.00	\$0.00	\$0.00	\$0.00		
		Total 1475		\$161,715.00	\$0.00	\$0.00	\$0.00		
HA-Wide	Development Activities	1489		\$161,715.00	\$0.00	\$0.00	\$0.00		
		Total 1489		\$161,715.00	\$0.00	\$0.00	\$0.00		

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name:		Grant Type and Number		Federal FY of Grant:				
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19PO1980104 Replacement Housing Factor Grant No:		2004				
Development Account Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19-1 West End Terrace	Site: None	1450	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Dwelling None	1460	Total B & D:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: None	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units: None	1460	Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470	Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: None	1470	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
\$0.00				\$0.00	\$0.00	\$0.00		
Nondwelling Equipment: None	1475	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
			\$0.00	\$0.00	\$0.00	\$0.00		
Total	West End		Project Total:	\$0.00	\$0.00	\$0.00	\$0.00	

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PFA Name:		Grant Type and Number		Federal FY of Grant						
Rocky Mount Housing Authority		Capital Fund Program Grant No: NC19P01960104		2004						
Development Number/Activity		Development Account Number		Quantity		Total Estimated Cost		Total Actual Cost		Status of Work
General Description of Major Work Categories						Original	Revised	Obligated	Expended	
NC 19-4 Weeks Armstrong	Site: Sewer Lines & Clean Outs	1450	Total Site:	\$52,000.00	\$0.00	\$0.00	\$0.00			
				\$52,000.00	\$0.00	\$0.00	\$0.00			
	Building Exterior:	1460	Total BAE:	\$0.00	\$0.00	\$0.00	\$0.00			
				\$0.00	\$0.00	\$0.00	\$0.00			
	Renovations:		Total Reno.:	\$0.00	\$0.00	\$0.00	\$0.00			
				\$0.00	\$0.00	\$0.00	\$0.00			
	Dwelling Units:	1460	Total DU:	\$0.00	\$0.00	\$0.00	\$0.00			
				\$0.00	\$0.00	\$0.00	\$0.00			
	Dwelling Equipment:	1465,1	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00			
				\$0.00	\$0.00	\$0.00	\$0.00			
	Interior Common Areas: None	1470	Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00			
				\$0.00	\$0.00	\$0.00	\$0.00			
	Site-Wide Facilities: None	1470	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00			
				\$0.00	\$0.00	\$0.00	\$0.00			
	NonDwelling Equipment: None	1475	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00			
				\$0.00	\$0.00	\$0.00	\$0.00			
Total Weeks			Project Total:	\$52,000.00	\$0.00	\$0.00	\$0.00			

Annual Statement Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PMA Name:		Grant Type and Number		Federal FY of Grant:				
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19PO1960104 Replacement Housing Factor Grant No.		2004				
Development Number Number/All-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19-3 West End Terrace	Site: None	1460	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
	Renovations None	1460	Total B&E:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units: None	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1	Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: None	1470	Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Nondwelling Equipment: None	1475	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
			Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
			Project Total:	\$0.00	\$0.00	\$0.00	\$0.00	
Total, West End				\$0.00	\$0.00	\$0.00	\$0.00	

PHA Name:

Replacement Housing Factor Grant No:

2004

Development Number Namerita-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Original	Expended		
NC 19-2 Weeks Armstrong	Site: None	1450	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00		
	Mechanical and Electrical: None	1460	Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00		
	Building Exterior: None	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00		
	Dwelling Units: None	1460		Total DUs:	\$0.00	\$0.00	\$0.00		\$0.00
					\$0.00	\$0.00	\$0.00		\$0.00
			\$0.00		\$0.00	\$0.00	\$0.00		
	Dwelling Equipment: None	1465.1	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00		
	Interior Common Areas: None	1470		Total ICAs:	\$0.00	\$0.00	\$0.00		\$0.00
\$0.00					\$0.00	\$0.00	\$0.00		
\$0.00			\$0.00		\$0.00	\$0.00			
Site-Wide Facilities: None	1470	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00			
Nondwelling Equipment: None	1475		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00		
		\$0.00		\$0.00	\$0.00	\$0.00			
Total Weeks			Project Total:	\$0.00	\$0.00	\$0.00	\$0.00		

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

RFA Name:

Rocky Mount Housing Authority

Grant Type and Number
 Capital Fund Program Grant No. NC19P01990104
 Replacement Housing Factor Grant No.

Federal FY or Grant:
 2004

Development Number Narrow/A-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19-5 Scattered Sites	Site: None	1450	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Renovations:							
	Replacement Windows	1460	160 Units	\$250,000.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00			
	Dwelling Equipment:		Total Reno.:	\$250,000.00	\$0.00	\$0.00	\$0.00	
	None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas:		Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities:		Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
None		1470		\$0.00	\$0.00	\$0.00	\$0.00	
	Non dwelling Equipment:		Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
	None	1475		\$0.00	\$0.00	\$0.00	\$0.00	
			Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
Total	Scattered		Project Total:	\$250,000.00	\$0.00	\$0.00	\$0.00	

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PMA Name:		Grant Type and Number		Federal FY of Grant:											
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19CP019501104		2004											
Development Account Number Name/FA-Wide Activities		General Description of Major Work Categories		Development Account Number		Quantity		Total Estimated Cost		Total Actual Cost		Status of Work			
								Original		Revised			Obligated		Expended
NC 19-9 McIntyre Lanes	Site: None	1450	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
	Mechanical and Electrical: None	1460	Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
	Building Exterior: Replacement Roofs	1460	50 Units	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
			Total B.E.:	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
	Dwelling Units:	1460		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
			Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Interior Common Areas: None		1470		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Site-Wide Facilities: None		1470		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
			Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Nondwelling Equipment: None		1475		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
			Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Total			Project Total:	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				

Annual Statement Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

Project Name:		Grant Type and Number:		Federal FY of Grant:	
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19PO1980104 Replacement Housing Factor Grant No.		2004	
Development Number Activity	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original	Revised	Actual	Actual	
Computers & Software	06/30/06				
Management	06/30/06		06/30/07		
Management & Maintenance Training	06/30/06		06/30/07		
			06/30/07		
HA-Wide	06/30/06		06/30/07		
- Norroutine vacancy prep.	06/30/06		06/30/07		
- PM Materials	06/30/06		06/30/07		
- Appliances (HVAC & HWH) Dwelling Equipment	06/30/06		06/30/07		
- Automotive equipment	06/30/06		06/30/07		
NC 19-1 West End	06/30/06		06/30/07		
NC 19-2 Weeks	06/30/06		06/30/07		
NC 19-3 West End	06/30/06		06/30/07		
NC 19-4 Weeks	06/30/06		06/30/07		
NC 19-5 Scattered	06/30/06		06/30/07		
NC 19-9 McIntyre	06/30/06		06/30/07		

Resolution No. 28 (2003)

Approval of FY 2001 Capital Funds P&E Report - NC19PO1950101

WHEREAS, Rocky Mount Housing Authority (RMHA) staff has prepared the attached P&E Report for FY 2001 Capital Funds as required by HUD; and

WHEREAS, the P&E Report was discussed with the RMHA Advisory Board;

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of the Rocky Mount Housing Authority does hereby approve the attached P&E Report for submission to HUD.

Date Adopted: October 14, 2003

Distribution: RMHA Finance Director
RMHA Director of Facilities
File
HUD

nc019b02

Annual Statement /Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name:

Rocky Mount Housing Authority

Grant Type and Number
Capital Fund Program Grant No.
Replacement Housing Factor Grant No.

NC19PO1950101

Federal FY of Grant:
2001

☐ Original Annual Statement
☒ Performance and Evaluation Report for Period Ending: August 31, 2003

☐ Reserve for Disasters/Emergencies

☐ Revised Annual Statement (revision no: 1)
☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$175,534.00	\$175,534.00	\$175,534.00	\$175,534.00
4	1410 Administration	\$82,671.00	\$82,671.00	\$82,671.00	\$82,671.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$0.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$40,000.00	\$30,000.00	\$30,000.00	\$24,775.70
10	1460 Dwelling Structures	\$958,995.00	\$938,995.00	\$938,995.00	\$914,898.51
11	1465.1 Dwelling Equipment-Nonexpendable	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
12	1470 Nordwelling Structures	\$18,641.00	\$18,641.00	\$18,641.00	\$5,300.00
13	1475 Nordwelling Equipment	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,335,841.00	\$1,335,841.00	\$1,335,841.00	\$1,284,529.21
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security - Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 21 Related to Security - Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PRH Name: Rocky Mount Housing Authority

Grant Type and Number: Capital Fund Program Grant No. NC19P01960101
Replacement Housing Factor Grant No.

Federal FY of Grant: 2001

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide Mgmt. Improvmts	Computers & Software Management & Maintenance Training Consultant Fees	1408	Total 1408	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	
				\$155,534.00	\$155,534.00	\$155,534.00	\$155,534.00	
				\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
				\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	
				\$175,534.00	\$175,534.00	\$175,534.00	\$175,534.00	
HA-Wide Admin	Administration	1410	Total 1410	\$82,671.00	\$82,671.00	\$82,671.00	\$82,671.00	
HA-Wide Fees and Costs	A & E services Maps & Surveys	1430 1440	Total 1430 Total 1440	\$0.00	\$30,000.00	\$30,000.00	\$21,350.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$20,000.00	\$10,000.00	\$10,000.00	\$7,065.70	
				\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	
				\$8,000.00	\$8,000.00	\$8,000.00	\$5,710.00	
			Total 1450	\$30,000.00	\$30,000.00	\$24,775.70	\$24,775.70	
HA-Wide	Nonroutine vacancy prep. Uninspected physical needs PM Materials Occupied Painting Replace Asbestos Tile Garbage Cans	1460	Total 1460	\$20,000.00	\$0.00	\$0.00	\$46,000.00	\$18000 for Roof Replacement
				\$46,000.00	\$46,000.00	\$18,000.00	\$13,244.51	
				\$18,000.00	\$18,000.00	\$53,500.00	\$53,500.00	
				\$53,500.00	\$53,500.00	\$46,164.00	\$46,164.00	
				\$46,164.00	\$46,164.00	\$5,000.00	\$5,000.00	
				\$5,000.00	\$5,000.00	\$168,664.00	\$163,908.51	
				\$108,664.00	\$108,664.00	\$108,664.00	\$108,664.00	
			Total 1465	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
			Total 1470	\$18,641.00	\$18,641.00	\$18,641.00	\$5,300.00	
HA-Wide	Non-Dwelling Structures Automotive equipment Office Maint. & Comm. Space Equip. Maintenance equipment Development Activities	1475	Total 1475 Total 1499	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	
				\$22,000.00	\$22,000.00	\$22,000.00	\$22,000.00	
				\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
				\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	
				\$0.00	\$0.00	\$0.00	\$0.00	

\$18000 for Roof Replacement

Annual Statement / Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PFA Name:		Grant Type and Number		Federal FY of Grant:				
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19P01950101 Replacement Housing Factor Grant No.		2001				
Development Number Name/FA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19-1 West End Terrace	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	
	Building Dwelling Tub Lines/Bathroom Renovations	1460	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
			As Needed	\$64,500.00	\$64,500.00	\$64,500.00	\$60,159.00	
	Building Exterior: Roof Repair	1460	Total B & D:	\$64,500.00	\$64,500.00	\$64,500.00	\$60,159.00	
			As Needed	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
	Dwelling Units: Bathroom Renovations	1460	Total B.E.:	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
			15 Units	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1	Total DLUs:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
Site-Wide Facilities: None	1470		\$0.00	\$0.00	\$0.00	\$0.00		
		Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00		
Nondwelling Equipment: None	1475	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		
			\$0.00	\$0.00	\$0.00	\$0.00		
Total, West End			Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
			Project Total:	\$64,500.00	\$64,500.00	\$64,500.00	\$60,159.00	

Annual Statement / Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PFA Name:		Grant Type and Number		Federal FY of Grant:				
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19PO1960101 Replacement Housing Factor Grant No.		2001				
Development Number Name/IA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19-2 Weeks Armstrong	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: None	1460	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: None	1460	Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
					\$0.00	\$0.00	\$0.00	\$0.00
	Dwelling Units: None	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
					\$0.00	\$0.00	\$0.00	\$0.00
	Dwelling Equipment: None	1465.1	Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
					\$0.00	\$0.00	\$0.00	\$0.00
Interior Common Areas: None	1470	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00	
Site-Wide Facilities: None	1470	Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00	
Nondwelling Equipment: None	1475	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00	
Total Weeks			Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
					\$0.00	\$0.00	\$0.00	\$0.00
			Project Total:	\$0.00	\$0.00	\$0.00	\$0.00	

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PFA Name:		Grant Type and Number		Federal FY of Grant:				
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19PO1860101 Replacement Housing Factor Grant No.		2001				
Development Number Number/PA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19-3 West End Terrace	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: Roof Repairs	1460	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
			As Needed	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
	Renovations Install Central Heat Systems	1460	Total B&E:	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units: None	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1	Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
Site-Wide Facilities: None	1470	Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00		
			\$0.00	\$0.00	\$0.00	\$0.00		
Nondwelling Equipment: None	1475	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		
			\$0.00	\$0.00	\$0.00	\$0.00		
Total, West End			Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
			Project Total:	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PMA Name:		Grant Type and Number		Federal FY of Grant:	
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19PO1950101		2001	
Development Number Name/A-Wide Activities		Development Account Number		Replacement Housing Factor Grant No.	
Development Number Name/A-Wide Activities	General Description of Major Work Categories	Quantity	Total Estimated Cost		Status of Work
			Original	Revised	
NC 19-4 Weeks Armstrong	Site: None	1450	\$0.00	\$0.00	Roof Replacement
	Building Exterior: None	1460	\$0.00	\$0.00	
	Renovations: None	1460	\$0.00	\$0.00	
	Dwelling Units: None	1460	\$0.00	\$0.00	
	Install Central Heat Systems	1460	\$40,000.00	\$40,000.00	
	Dwelling Equipment: None	1465.1	\$98,000.00	\$98,000.00	
	Interior Common Areas: None	1470	\$0.00	\$0.00	
	Site-Wide Facilities: None	1470	\$0.00	\$0.00	
	Nondwelling Equipment: None	1475	\$0.00	\$0.00	
	Total Weeks	Total NDE:	\$0.00	\$0.00	
Total		Projected Total:	\$98,000.00	\$98,000.00	

Annual Statement / Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PFA Name:		Grant Type and Number		Federal FY of Grant:				
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19POT1950101 Replacement Housing Factor Grant No.		2001				
Development Number Name Site-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19.5 Scattered Sites	Site: None	1450	Total Site: 101 Units As Needed 22 Units Total Reno.:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$336,715.00	\$336,715.00	\$336,715.00	\$336,715.00	
				\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	
				\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	
				\$436,715.00	\$436,715.00	\$436,715.00	\$421,715.00	
Renovations: Replace kitchen cabinets, sinks, ranges Replace electrical service panels Bathroom Renovations	1460	Total D.E.:	Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
Dwelling Equipment: None	1465.1	Total SWFs:	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
Interior Common Areas: None	1470	Total SWFs:	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
Site-Wide Facilities: None	1470	Total SWFs:	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
Nondwelling Equipment: None	1475	Total NDE:	Project Total:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
Total Scattered				\$436,715.00	\$436,715.00	\$436,715.00	\$421,715.00	

PHA Name:

Rocky Mount Housing Authority			Grant Type and Number Capital Fund Program Grant No. NC19PO1950101 Replacement Housing Factor Grant No.		Federal FY of Grant: 2001		Status of Work	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised	Obligated		Expended
NC 19-9 McIntyre Lanes	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: None	1460	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
			\$0.00	\$0.00	\$0.00	\$0.00		
	Building Exterior: None	1460	Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
	Dwelling Units: Kitchen Renovations	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
	Dwelling Equipment: None	1465.1	46 Units	\$131,116.00	\$131,116.00	\$131,116.00	\$131,116.00	
			Total DUs:	\$131,116.00	\$131,116.00	\$131,116.00	\$131,116.00	
Interior Common Areas: None	1470	\$0.00	\$0.00	\$0.00	\$0.00			
		Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00		
Site-Wide Facilities: None	1470	\$0.00	\$0.00	\$0.00	\$0.00			
		Total Cas:	\$0.00	\$0.00	\$0.00	\$0.00		
Nondwelling Equipment: None	1475	\$0.00	\$0.00	\$0.00	\$0.00			
		Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		
Total	McIntyre	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
		Project Total:	\$131,116.00	\$131,116.00	\$131,116.00	\$131,116.00		

Resolution No. 29 (2003)

Approval of FY 2002 Capital Funds P&E Report - NC19PO1950102

WHEREAS, Rocky Mount Housing Authority (RMHA) staff has prepared the attached P&E Report for FY 2002 Capital Funds as required by HUD; and

WHEREAS, the P&E Report was discussed with the RMHA Advisory Board;

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of the Rocky Mount Housing Authority does hereby approve the attached P&E Report for submission to HUD.

Date Adopted: October 14, 2003

Distribution: **RMHA Finance/MIS Director**
 RMHA Director of Facilities
 File
 HUD

nc019b03

Annual Statement /Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
PHA Name:		Grant Type and Number		Capital Fund Program Grant No.		Replacement Housing Factor Grant No.		Federal FY of Grant:	
Rocky Mount Housing Authority		NC19PO1950102		2002		Part I: Summary			
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: August 31, 2003									
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (version no. 1) <input type="checkbox"/> Final Performance and Evaluation Report									
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost					
		Original	Revised	Obligated	Expended				
1	Total Non-CFP Funds								
2	1406 Operations	\$0.00	\$0.00	\$0.00	\$0.00				
3	1408 Management Improvements	\$175,534.00	\$224,534.00	\$224,534.00	\$143,436.14				
4	1410 Administration	\$82,671.00	\$82,671.00	\$82,671.00	\$5,377.21				
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00				
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00				
7	1430 Fees and Costs	\$0.00	\$6,000.00	\$6,000.00	\$0.00				
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00				
9	1450 Site Improvement	\$82,722.00	\$27,722.00	\$10,000.00	\$0.00				
10	1460 Dwelling Structures	\$708,995.00	\$708,995.00	\$647,096.79	\$346,789.11				
11	1465 1 Dwelling Equipment Nonexpendable	\$10,000.00	\$10,000.00	\$7,701.39	\$7,701.39				
12	1470 Non dwelling Structures	\$18,641.00	\$18,641.00	\$0.00	\$0.00				
13	1475 Non dwelling Equipment	\$50,000.00	\$50,000.00	\$41,896.17	\$41,896.17				
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00				
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00				
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00				
17	1495 1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00				
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00				
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00				
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00				
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,128,563.00	\$1,128,563.00	\$1,019,899.35	\$545,200.02				
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00				
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00				
24	Amount of line 21 Related to Security - Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00				
25	Amount of line 21 Related to Security - Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00				
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00				

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

Project Name:		Grant Type and Number		Federal FY of Grant:					
Rocky Mount Housing Authority		Capital Fund Program Grant No. NC19PO1980102		2002					
Development Number: HA-Wide Activities		Replacement Housing Factor Grant No.							
Development Number	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA-Wide Mgmt. Improvmts	Computers & Software Management & Maintenance Training	1408	-	\$6,500.00 \$155,534.00 \$13,500.00	\$55,500.00 \$155,534.00 \$13,500.00	\$55,500.00 \$155,534.00 \$13,500.00	\$36,121.67 \$105,613.02 \$1,701.45		
		Total 1408			\$175,534.00	\$224,534.00	\$224,534.00	\$143,436.14	
		1410		Total 1410	\$82,671.00	\$82,671.00	\$82,671.00	\$5,377.21	
		1430		Total 1430	\$0.00	\$6,000.00	\$6,000.00	\$0.00	
HA-Wide Fees and Costs	Maps & Surveys	1440		\$0.00	\$0.00	\$0.00	\$0.00		
		Total 1440			\$0.00	\$0.00	\$0.00	\$0.00	
		1450		\$20,000.00 \$12,000.00 \$50,722.00	\$8,000.00 \$4,000.00 \$15,722.00	\$8,000.00 \$4,000.00 \$0.00	\$0.00 \$0.00 \$0.00		
		Total 1450			\$82,722.00	\$27,722.00	\$10,000.00	\$0.00	
HA-Wide	Nonroutine vacancy prep. Unexpected physical needs PM Materials Occupied Painting Replica Asbestos Tile Garbage Cans	1460	-	\$20,000.00 \$46,000.00 \$18,000.00 \$34,616.00 \$46,164.00 \$5,000.00	\$20,000.00 \$46,000.00 \$18,000.00 \$34,616.00 \$46,164.00 \$5,000.00	\$18,762.78 \$26,843.16 \$9,955.00 \$34,616.00 \$17,244.80 \$460.25	\$18,762.78 \$21,250.48 \$9,955.00 \$34,616.00 \$17,244.80 \$460.25		
		Total 1460			\$169,780.00	\$169,780.00	\$107,861.79	\$102,289.11	
		1465	-	\$10,000.00	\$10,000.00	\$7,701.39	\$7,701.39		
		Total 1465			\$10,000.00	\$10,000.00	\$7,701.39	\$7,701.39	
HA-Wide	Non-Dwelling Structures	1470	-	\$18,641.00	\$18,641.00	\$0.00	\$0.00		
		Total 1470			\$18,641.00	\$18,641.00	\$0.00	\$0.00	
		1475	-	\$18,000.00 \$22,000.00 \$10,000.00	\$18,000.00 \$22,000.00 \$10,000.00	\$10,739.87 \$21,156.30 \$10,000.00	\$10,739.87 \$21,156.30 \$10,000.00		
		Total 1475			\$50,000.00	\$50,000.00	\$41,896.17	\$41,896.17	
HA-Wide	Development Activities	1489	-	\$0.00	\$0.00	\$0.00	\$0.00		
		Total 1489			\$0.00	\$0.00	\$0.00	\$0.00	

PHA Name:

Grant Type and Number
Capital Fund Program Grant No NC19PO1950102
Replacement Housing Factor Grant No:

Federal FY of Grant
2002

Number Name:NA Wide Activities		General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
NC 19-1 West End Terrace	Site: None Building Dwelling 100 Living/Bathroom Renovations Building Exterior: Roof Repair Dwelling Units: Bathroom Renovations Dwelling Equipment: None Interior Common Areas: None Site-Wide Facilities: None Non Dwelling Equipment: None	1450	Total Site: As Needed Total B & D As Needed Total B.E.: 15 Units Total DUs: Total D.E.: Total ICAs: Total SWFs: Total NDE: Project Total:	\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00		
				\$64,500.00	\$64,500.00	\$64,500.00	\$64,500.00		
				\$64,500.00	\$64,500.00	\$64,500.00	\$64,500.00		
				\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00		
				\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00		
				\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00		
				\$0.00	\$0.00	\$0.00	\$0.00		
Total	West End			\$84,500.00	\$84,500.00	\$84,500.00	\$84,500.00		

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

Rocky Mount Housing Authority				Grant Type and Number Capital Fund Program Grant No NC19PO1950102 Replacement Housing Factor Grant No:		Federal FY of Grant 2002		Status of Work
Development Number Name/IA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised	Obligated	Expended	
NC 19-2 Weeks Armstrong	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	
			Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
Site-Wide Facilities: None	1470		\$0.00	\$0.00	\$0.00	\$0.00		
		Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		
Nondwelling Equipment: None	1475		\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
Total	Weeks		Project Total:	\$0.00	\$0.00	\$0.00	\$0.00	

Annual Statement /Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part II: Supporting Pages

PFA Name:

Rocky Mount Housing Authority

Grant Type and Number
 Capital Fund Program Grant No NC18PO1950102
 Replacement Housing Factor Grant No:

Federal FY of Grant:
 2002

Development Number Name/FA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19.3 West End Terrace	Site:	1450	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	None			\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior:		As Needed	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
	Roof Repairs			\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
	Renovations		Total B&E:	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units:		Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	None			\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment:		Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
	None			\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas:	1460	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	None			\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities:		Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
	Non dwelling Equipment:		Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
	None			\$0.00	\$0.00	\$0.00	\$0.00	
Total, West End		1475	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
			Project Total:	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

Rocky Mount Housing Authority				Grant Type and Number Capital Fund Program Grant No. NC19P01960102 Replacement Housing Factor Grant No.		Federal FY of Grant: 2002		
Development Number Name/IA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19-4 Weeks Armstrong	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: None	1460	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
	Renovations: Install Central Heat Systems	1460	Total B&E:	\$0.00	\$0.00	\$0.00	\$0.00	
			13 Units	\$58,000.00	\$58,000.00	\$58,000.00	\$0.00	
	Dwelling Units: Roof Repairs	1460	Total Remo.:	\$58,000.00	\$58,000.00	\$58,000.00	\$0.00	
			As Needed	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	
	Dwelling Equipment: None	1465.1	Total D/Ls:	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
	Interior Common Areas: None	1470	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
	Site-Wide Facilities: None	1470	Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
Non dwelling Equipment: None	1475	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		
		\$0.00	\$0.00	\$0.00	\$0.00			
Total	Weeks		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
Project Total:				\$98,000.00	\$98,000.00	\$98,000.00	\$40,000.00	

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement
Part II: Supporting Pages

Form Name:

Rocky Mount Housing Authority		Grant Type and Number		Federal FY of Grant:	
Development Number	General Description of Major Work Categories	Development Account Number	Quantity	2002	
Development Name/IA Wide Activities		Replacement Housing Factor Grant No.		Total Actual Cost	
				Obligated	Expended
				Status of Work	
NC 19-5 Scattered Sites	Site:	1450	Total Site:	\$0.00	\$0.00
	Renovations:				
	Replace electrical service panels				
	Bathroom Renovations	1460	As Needed	\$15,000.00	\$15,000.00
			22 Units	\$85,000.00	\$85,000.00
	Dwelling Equipment:		Total Reno:	\$100,000.00	\$100,000.00
	None	1485.1			
	Interior Common Areas:		Total D.E.:	\$0.00	\$0.00
	None	1470			
	Site-Wide Facilities:		Total ICAs:	\$0.00	\$0.00
	None	1470			
	Nondwelling Equipment:		Total SWFs:	\$0.00	\$0.00
	None	1475			
Total Scattered			Total NDE:	\$0.00	\$0.00
			Project Total:	\$100,000.00	\$100,000.00

Annual Statement / Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part II: Supporting Pages

Rocky Mount Housing Authority			Grant Type and Number Capital Fund Program Grant No NC19PC01950102 Replacement Housing Factor Grant No:		Federal FY or Grant: 2002			
Development Number Name/IA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
NC 19.9 McIntyre Lanes	Site: None	1450	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: Installation Of Central-Heat Systems	1460		\$0.00	\$0.00	\$0.00	\$0.00	
				\$236,715.00	\$236,715.00	\$236,715.00	\$0.00	
	Building Exterior: None	1460	Total M&E:	\$236,715.00	\$236,715.00	\$236,715.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units:	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1	Total D.U.s:	\$0.00	\$0.00	\$0.00	\$0.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470	Total I.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
			\$0.00	\$0.00	\$0.00	\$0.00		
Site-Wide Facilities: None	1470	Total I.C.A.s:	\$0.00	\$0.00	\$0.00	\$0.00		
			\$0.00	\$0.00	\$0.00	\$0.00		
Nondwelling Equipment: None	1475	Total S.W.F.s:	\$0.00	\$0.00	\$0.00	\$0.00		
			\$0.00	\$0.00	\$0.00	\$0.00		
Total, McIntyre			Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
			Project Total:	\$236,715.00	\$236,715.00	\$236,715.00	\$0.00	

Resolution No. 30 (2003)

**Approval of FY 2000 Disaster Emergency Capital Funds P&E Report -
NC19PO1970900**

WHEREAS, Rocky Mount Housing Authority (RMHA) staff has prepared the attached P&E Report for FY 2000 Disaster Emergency Capital Funds as required by HUD; and

WHEREAS, the P&E Report was discussed with the RMHA Advisory Board;

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of the Rocky Mount Housing Authority does hereby approve the attached P&E Report for submission to HUD.

Date Adopted: October 14, 2003

**Distribution: RMHA Finance/MIS Director
 RMHA Director of Facilities
 File
 HUD**

nc019b04

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) **Part I: Summary**

PHA Name:

Rocky Mount Housing Authority

Grant Type and Number
 Capital Fund Program Grant No.
 Replacement Housing Factor Grant No:

NC19PO19709 00
 Disaster Emergency

Federal FY of Grant:
2000

☐ Original Annual Statement
☒ Performance and Evaluation Report for Period Ending: August 31, 2003
☒ Reserve for Disasters/Emergencies
☐ Revised Annual Statement (revision no: 1)
☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$0.00	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$26,700.00	\$26,700.00	\$26,700.00	\$26,700.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$15,500.00	\$15,500.00	\$15,500.00	\$15,500.00
8	1440 Site Acquisition	\$0.00	\$125,000.00	\$125,000.00	\$125,000.00
9	1450 Site Improvement	\$140,000.00	\$85,150.00	\$85,150.00	\$85,150.00
10	1460 Dwelling Structures	\$1,560,000.00	\$319,000.00	\$319,000.00	\$319,000.00
11	1465.1 Dwelling Equipment Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$30,000.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$325,000.00	\$325,000.00	\$325,000.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$875,850.00	\$875,850.00	\$875,850.00
19	1501 Codetermination or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,772,200.00	\$1,772,200.00	\$1,772,200.00	\$1,772,200.00
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security -- Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 21 Related to Security -- Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name:		Grant Type and Number:		Federal FY of Grant:				
Rocky Mount Housing Authority		Capital Fund Program Grant 1 NC18PO19709 00 Replacement Housing Factor Grant No:		2000				
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide Mgmt. Improvmts	Management	1408	Total 1408					
		"						
		"						
HA-Wide Fees and Costs	Administration	1410	Total 1410	\$0.00	\$0.00	\$0.00	\$0.00	
				\$26,700.00	\$26,700.00	\$26,700.00	\$26,700.00	
				\$26,700.00	\$26,700.00	\$26,700.00	\$26,700.00	
	A & E services	1430	Total 1430	\$15,500.00	\$15,500.00	\$15,500.00	\$15,500.00	
	Site Acquisition	1440	Total 1440	\$0.00	\$125,000.00	\$125,000.00	\$125,000.00	
HA-Wide	Landscaping	1450	Total 1450	\$140,000.00	\$85,150.00	\$85,150.00	\$85,150.00	
	Critical Renovations	1460	Total 1460	\$1,560,000.00	\$319,000.00	\$319,000.00	\$319,000.00	
		1465	Total 1465	\$0.00	\$0.00	\$0.00	\$0.00	
		"						
		1470	Total 1470	\$30,000.00	\$0.00	\$0.00	\$0.00	
		1475	Total 1475	\$0.00	\$0.00	\$0.00	\$0.00	
	Demolition	1485		\$0.00	\$325,000.00	\$325,000.00	\$325,000.00	
				\$0.00	\$0.00	\$0.00	\$0.00	
	Relocation expenses	1495.1		\$0.00	\$875,850.00	\$875,850.00	\$875,850.00	
	Mod Used for Development	1498		\$0.00	\$875,850.00	\$875,850.00	\$875,850.00	
	Total Grant			\$1,772,200.00	\$1,772,200.00	\$1,772,200.00	\$1,772,200.00	

Resolution No. 31 (2003)

**Approval of FY 2001 Disaster Emergency Capital Funds P&E Report -
NC19PO1950201**

WHEREAS, Rocky Mount Housing Authority (RMHA) staff has prepared the attached P&E Report for FY 2001 Disaster Emergency Capital Funds as required by HUD; and

WHEREAS, the P&E Report was discussed with the RMHA Advisory Board;

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of the Rocky Mount Housing Authority does hereby approve the attached P&E Report for submission to HUD.

Date Adopted: October 14, 2003

Distribution: **RMHA Finance Director**
 RMHA Director of Facilities
 File
 HUD

nc019b05

Annual Statement /Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name:

Rocky Mount Housing Authority

Grant Type and Number
Capital Fund Program Grant No.
Replacement Housing Factor Grant No.

NC19PO1950201

Federal FY of Grant:
2001

☐ Original Annual Statement

☒ Reserve for Disasters/Emergencies

☐ Revised Annual Statement (revision no: 1)

☒ Performance and Evaluation Report for Period Ending: August 31, 2003

☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	Original	Revised	Obligated	Expended
1	Total Non-CFP Funds					
2	1406 Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$619,369.00	\$607,369.00	\$607,369.00	\$573,083.47	\$0.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$842,712.00	\$738,863.00	\$738,863.00	\$691,059.79	\$0.00
8	1440 Site Acquisition	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$153,450.00	\$835.73	\$835.73	\$835.73	\$835.73
10	1460 Dwelling Structures	\$3,696,000.00	\$1,212,283.99	\$1,212,283.99	\$1,212,283.99	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$211,000.00	\$211,000.00	\$211,000.00	\$211,000.00	\$86,060.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Cost	\$119,108.00	\$119,108.00	\$119,108.00	\$119,108.00	\$90,465.15
18	1499 Development Activities	\$7,834,180.00	\$10,611,359.28	\$10,611,359.28	\$10,611,359.28	\$6,815,295.18
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2-20)	\$13,500,819.00	\$13,500,819.00	\$13,500,819.00	\$13,500,819.00	\$9,469,083.31
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security - Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 21 Related to Security - Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

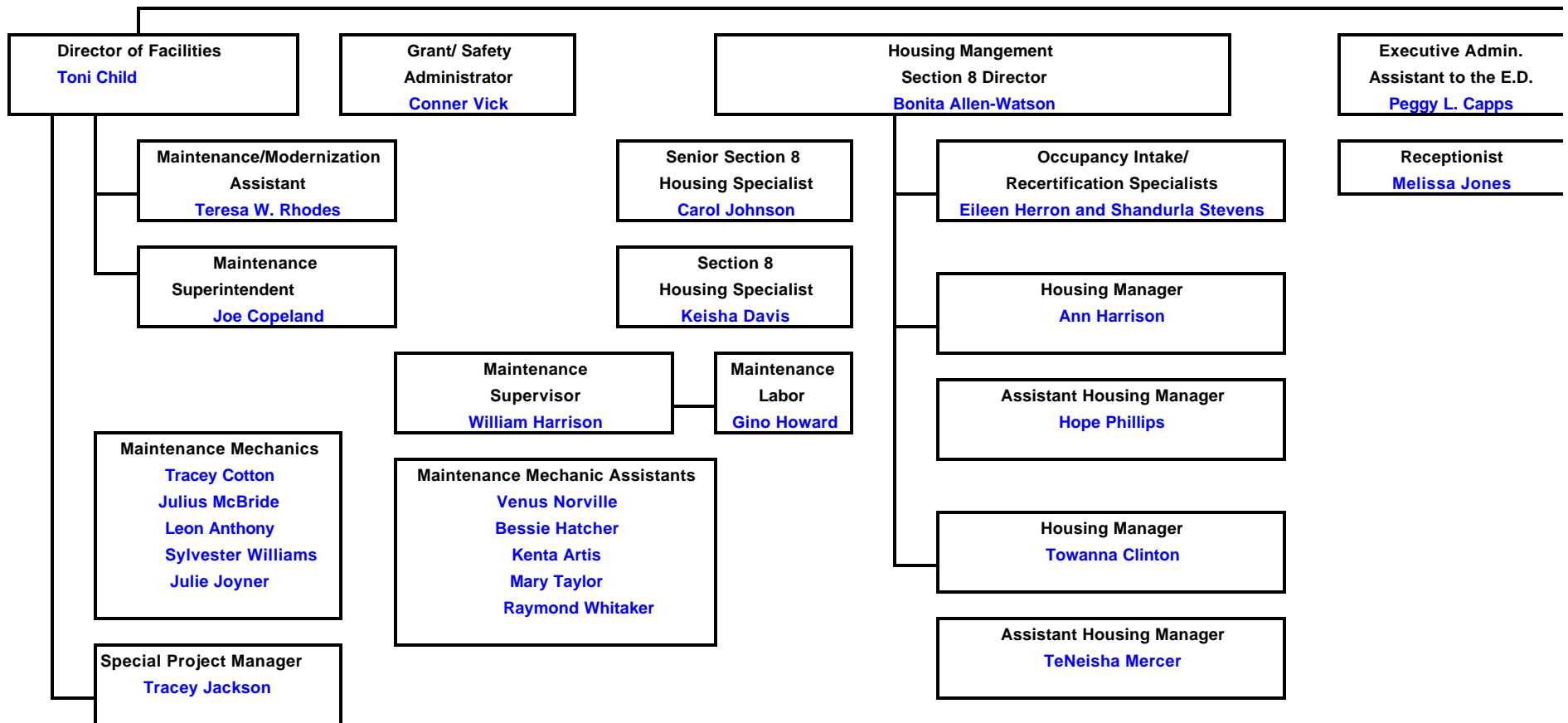
**Capital Fund Program and
Part II: Supporting Pages**

[illegible]

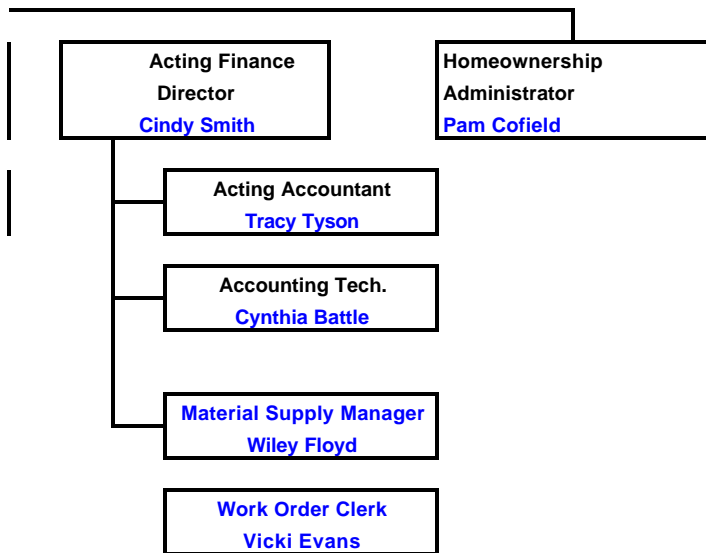
ORGANIZATIONAL CHART

Broad of Commissioners

Executive Director
Larry Russell



nc019c01



File/employee/orgchart

REVISED AS OF: 9/11/02

**Capital Fund Program Five-Year Action Plan
Part I: Summary**

A Name Key Mount Housing Authority		B Original 5 Year Plan <input checked="" type="checkbox"/> Available No: —			
Development Number/Name/Use	Year 1 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY:	Work Statement for Year 3 FFY Grant: 2006 PHA FY:	Work Statement for Year 4 FFY Grant: 2007 PHA FY:	Work Statement for Year 5 FFY Grant: 2008 PHA FY:
19-1, West End Terrace		\$48,000	\$150,000	\$108,000	\$50,000
19-2 Weeks Armstrong		\$0	\$0	\$0	\$0
19-3 West End Terrace		\$150,000	\$43,000	\$140,000	\$150,000
19-4 Weeks Armstrong		\$59,000	\$142,000	\$117,041	\$42,000
19-5 Scaledown Sites	Actual	\$152,841	\$102,841	\$200,000	\$200,000
19-9 McIntyre Lane		\$100,000	\$10,000	\$5,000	\$90,000
Management Improvement	Estimated	\$175,000	\$175,000	\$175,000	\$175,000
Y-08, Anywhere Homes		\$0	\$0	\$0	\$0
Wide Physical Activities		\$443,722	\$505,722	\$382,722	\$421,563
Wide Non-Physical Activities		\$0	\$0	\$0	\$0
Wide Contingency @ X%		\$0	\$0	\$0	\$0
P Funds Listed for					
Year Planning		\$1,128,563	\$1,128,563	\$1,128,563	\$1,128,563
Placement Housing					
for Funds		\$0	\$0	\$0	\$0

nc019d01

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages---Work Activities**

Activities for Year 1 FFY Grant: 2004 PHA FY:				Activities for Year 3 FFY Grant: 2006 PHA FY:			
Development Name/Number	Major Work Categories	Estimated Cost	Subtotal of Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Subtotal of Estimated Cost
See Annual Statement	HA-Wide Physical Improvements			HA-Wide Physical Improvements			
	HA-WIDE Site: Misc. & Sewage Lines & Clean Outs	\$210,722		HA-WIDE Site: Misc. Sewage & Clean Outs	\$269,222		
	Total Site:	\$210,722		Total Site:	\$269,222		
	ON-DEMAND Mech. and Electrical: Electrical Panel Boxes	\$100,000		ON-DEMAND Mech. and Electrical: Electrical Panel Boxes	\$243,500		
	Total M&E:	\$100,000		Total M&E:	\$243,500		
	ON-DEMAND Building Exterior: None	\$0		ON-DEMAND Building Exterior: None	\$0		
	Total B.E.:	\$0		Total B.E.:	\$0		
	ON-DEMAND Dwelling Units: Unexpected physical Needs	\$100,000		ON-DEMAND Dwelling Units:	\$0		
	Total DUs:	\$100,000		Total DUs:	\$0		
	HA-WIDE Dwelling Equipment: None	\$0		HA-WIDE Dwelling Equipment: None	\$0		
	Total D.E.:	\$0		Total D.E.:	\$0		
	HA-WIDE Interior Common Areas: None	\$0		HA-WIDE Interior Common Areas: None	\$0		
	Total ICAS:	\$0		Total ICAS:	\$0		
	HA-WIDE Site-Wide Facilities: None	\$0		HA-WIDE Site-Wide Facilities: None	\$0		
Total SWFS:	\$0		Total SWFS:	\$0			
HA-WIDE Nondwelling Equipment: None	\$33,000		HA-WIDE Nondwelling Equipment: None	\$0			
Total NDE:	\$33,000		Total NDE:	\$0			
Subtotal of Estimated Cost			\$443,722	Subtotal of Estimated Cost			\$505,722

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages---Work Activities**

Activities for Year 1 2004		Activities for Year 4 FFY Grant: 2007 PHA FY:		Activities for Year 5 FFY Grant: 2008 PHA FY:	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HA-Wide Physical Improvements			HA-Wide Physical Improvements		
See Annual Statement	HA-WIDE Site: Misc.	\$249,722	HA-WIDE Site: Misc.		\$263,563
	Total Site:	\$249,722	Total Site:		\$263,563
	ON-DEMAND Mech. and Electrical: None	\$0	ON-DEMAND Mech. and Electrical: None		\$0
	Total M&E:	\$0	Total M&E:		\$0
	ON-DEMAND Building Exterior: None	\$0	ON-DEMAND Building Exterior: None		\$0
	Total B.E.:	\$0	Total B.E.:		\$0
	ON-DEMAND Dwelling Units: Unexpected Physical Needs	\$120,000	ON-DEMAND Dwelling Units: Windows		\$140,000
	Total DUs:	\$120,000	Total DUs:		\$140,000
	HA-WIDE Dwelling Equipment: None	\$0	HA-WIDE Dwelling Equipment: Occupied Painting		\$16,000
	Total D.E.:	\$0	Total D.E.:		\$16,000
	HA-WIDE Interior Common Areas: None	\$0	HA-WIDE Interior Common Areas: None		\$0
	Total ICAs:	\$0	Total ICAs:		\$0
	HA-WIDE Site-Wide Facilities: None	\$0	HA-WIDE Site-Wide Facilities: None		\$0
Total SVFS:	\$0	Total SVFS:		\$0	
HA-WIDE Nondwelling Equipment: None	\$13,000	HA-WIDE Nondwelling Equipment:		\$0	
Total NDE:	\$13,000	Total NDE:		\$0	
Subtotal of Estimated Cost		\$392,722	Subtotal of Estimated Cost		\$421,563

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 2 FFY Grant: 2005 PHA FY:				Activities for Year 3 FFY Grant: 2006 PHA FY:			
2004	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	
See Annual Statement	NC19-1, West End Terrace	Site: None	\$0	NC19-1, West End Terrace	Site: None	\$0	
		Total Site:	\$0		Total Site:	\$0	
		Mechanical and Electrical: None	\$0		Mechanical and Electrical: None	\$0	
		Total M&E:	\$0		Total M&E:	\$0	
		Building Exterior: None	\$0		Building Exterior: None	\$0	
		Total B.E.:	\$0		Total B.E.:	\$0	
		Dwelling Units: None	\$0		Dwelling Units: None	\$0	
		Total DUs:	\$0		Total DUs:	\$0	
		Dwelling Equipment: HVAC	\$48,000		Dwelling Equipment: HVAC	\$150,000	
		Total D.E.:	\$48,000		Total D.E.:	\$150,000	
		Interior Common Areas: None	\$0		Interior Common Areas: None	\$0	
		Total ICAs:	\$0		Total ICAs:	\$0	
		Site-Wide Facilities: None	\$0		Site-Wide Facilities: None	\$0	
		Total SWFs:	\$0		Total SWFs:	\$0	
		Nondwelling Equipment: None	\$0		Nondwelling Equipment: None	\$0	
		Total NDE:	\$0		Total NDE:	\$0	
Subtotal of Estimated Cost			\$48,000	Subtotal of Estimated Cost			\$150,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:			Activities for Year 5 FFY Grant: 2008 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	NC19-1, West End Terrace	Site: None	\$0	NC19-1, West End Terrace	Site: None	\$0
		Total Site: Mechanical and Electrical: None	\$0		Total Site: Mechanical and Electrical: None	\$0
		Total M&E: Building Exterior: None	\$0		Total M&E: Building Exterior: None	\$0
		Total B.E.:	\$0		Total B.E.:	\$0
		Dwelling Units: None	\$0		Dwelling Units: None	\$0
		Total DUs:	\$0		Total DUs:	\$0
		Dwelling Equipment: HVAC	\$108,000		Dwelling Equipment: HVAC	\$50,000
		Total D.E.:	\$108,000		Total D.E.:	\$50,000
		Interior Common Areas: None	\$0		Interior Common Areas: None	\$0
		Total ICAs:	\$0		Total ICAs:	\$0
		Site-Wide Facilities: None	\$0		Site-Wide Facilities: None	\$0
		Total SWFs:	\$0		Total SWFs:	\$0
		Non dwelling Equipment: None	\$0		Non dwelling Equipment: None	\$0
		Total NDE:	\$0		Total NDE:	\$0
		Subtotal of Estimated Cost	\$108,000		Subtotal of Estimated Cost	\$50,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 2 FFY Grant: 2005 PHA FY:		Activities for Year 3 FFY Grant: 2006 PHA FY:	
Development Name/Number	Major Work Categories	Estimated Cost	Estimated Cost
NC 19-2 Weeks Armstrong	Site: None	\$0	\$0
	Total Site:	\$0	\$0
	Mechanical and Electrical: None	\$0	\$0
	Total M&E:	\$0	\$0
	Building Exterior: None	\$0	\$0
	Total B.E.:	\$0	\$0
	Dwelling Units: None	\$0	\$0
	Total DUs:	\$0	\$0
	Dwelling Equipment: None	\$0	\$0
	Total D.E.:	\$0	\$0
	Interior Common Areas: None	\$0	\$0
	Total ICAs:	\$0	\$0
	Site-Wide Facilities: None	\$0	\$0
	Total SWFs:	\$0	\$0
Nondwelling Equipment: None	\$0	\$0	
Total NDE:	\$0	\$0	
Subtotal of Estimated Cost		\$0	\$0

Annual Statement	NC 19-2 Weeks Armstrong	Site: None	\$0	\$0
		Total Site:	\$0	\$0
		Mechanical and Electrical: None	\$0	\$0
		Total M&E:	\$0	\$0
		Building Exterior: None	\$0	\$0
		Total B.E.:	\$0	\$0
		Dwelling Units: None	\$0	\$0
		Total DUs:	\$0	\$0
		Dwelling Equipment: None	\$0	\$0
		Total D.E.:	\$0	\$0
		Interior Common Areas: None	\$0	\$0
		Total ICAs:	\$0	\$0
		Site-Wide Facilities: None	\$0	\$0
		Total SWFs:	\$0	\$0
Nondwelling Equipment: None	\$0	\$0		
Total NDE:	\$0	\$0		
Subtotal of Estimated Cost		\$0	\$0	

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages---Work Activities**

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:		Activities for Year 5 FFY Grant: 2008 PHA FY:	
	Development Name/Number	Major Work Categories	Estimated Cost	Estimated Cost
Statement Annual	NC 19-2 Weeks Armstrong	Site: None	\$0	\$0
		Total Site:	\$0	\$0
		Mechanical and Electrical: None	\$0	\$0
		Total M&E:	\$0	\$0
		Building Exterior: None	\$0	\$0
		Total B.E.:	\$0	\$0
		Dwelling Units: None	\$0	\$0
		Total DUs:	\$0	\$0
		Dwelling Equipment: None	\$0	\$0
		Total D.E.:	\$0	\$0
		Interior Common Areas: None	\$0	\$0
		Total I.C.A.s:	\$0	\$0
Statement	NC 19-2 Weeks Armstrong	Site-Wide Facilities: None	\$0	\$0
		Total SWFs:	\$0	\$0
		Non dwelling Equipment: None	\$0	\$0
		Total NDE:	\$0	\$0
		Subtotal of Estimated Cost	\$0	\$0
		Site:	\$0	\$0
		Total Site:	\$0	\$0
		Mechanical and Electrical: None	\$0	\$0
		Total M&E:	\$0	\$0
		Building Exterior: None	\$0	\$0
		Total B.E.:	\$0	\$0
		Dwelling Units: None	\$0	\$0
		Total DUs:	\$0	\$0
		Dwelling Equipment: None	\$0	\$0
		Total D.E.:	\$0	\$0
		Interior Common Areas: None	\$0	\$0
		Total I.C.A.s:	\$0	\$0
		Site-Wide Facilities: None	\$0	\$0
		Total SWFs:	\$0	\$0
		Non dwelling Equipment: None	\$0	\$0
		Total NDE:	\$0	\$0
		Subtotal of Estimated Cost	\$0	\$0

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 2 FFY Grant: 2005 PHA FY:			Activities for Year 3 FFY Grant: 2006 PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
NC 19-3 West End Terrace	Site: None	\$0	NC 19-3 West End Terrace	Site: None	\$0
	Total Site:	\$0		Total Site:	\$0
	Mechanical and Electrical: None	\$0		Mechanical and Electrical: None	\$0
	Total M&E:	\$0		Total M&E:	\$0
	Building Exterior:	\$0		Building Exterior:	\$0
	Total B.E.:	\$0		Total B.E.:	\$0
	Dwelling Units: None	\$0		Dwelling Units: None	\$0
	Total DUs:	\$0		Total DUs:	\$0
	Dwelling Equipment: HVAC	\$150,000		Dwelling Equipment: None	\$43,000
	Total D.E.:	\$150,000		Total D.E.:	\$43,000
	Interior Common Areas: None	\$0		Interior Common Areas: None	\$0
	Total ICAs:	\$0		Total ICAs:	\$0
	Site-Wide Facilities: None	\$0		Site-Wide Facilities: None	\$0
	Total SWFs:	\$0		Total SWFs:	\$0
	Nondwelling Equipment: None	\$0		Nondwelling Equipment: None	\$0
	Total NDE:	\$0		Total NDE:	\$0
	Subtotal of Estimated Cost			\$150,000	Subtotal of Estimated Cost

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 4 FFY Grant: 2007 PHA FY:		Activities for Year 5 FFY Grant: 2008 PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Estimated Cost	
NC 19.3 West End Terrace	Site: None	\$0	Site: None	\$0
	Total Site:	\$0	Total Site:	\$0
	Mechanical and Electrical: None	\$0	Mechanical and Electrical: None	\$0
	Total M&E:	\$0	Total M&E:	\$0
	Building Exterior: None	\$0	Building Exterior: None	\$0
	Total B.E.:	\$0	Total B.E.:	\$0
	Dwelling Units: None	\$0	Dwelling Units: None	\$0
	Total DUs:	\$0	Total DUs:	\$0
	Dwelling Equipment: HVAC	\$140,000	Dwelling Equipment: HVAC	\$150,000
	Total D.E.:	\$140,000	Total D.E.:	\$150,000
	Interior Common Areas: None	\$0	Interior Common Areas: None	\$0
	Total ICAs:	\$0	Total ICAs:	\$0
	Site-Wide Facilities: None	\$0	Site-Wide Facilities: None	\$0
Total SWFs:	\$0	Total SWFs:	\$0	
Nondwelling Equipment: None	\$0	Nondwelling Equipment: None	\$0	
Total NDE:	\$0	Total NDE:	\$0	
Subtotal of Estimated Cost		\$140,000	Subtotal of Estimated Cost	\$150,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages---Work Activities

Activities for Year 1 2004	Activities for Year 2 FFY Grant: 2005 PHA FY:			Activities for Year 3 FFY Grant: 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	NC 19-4 Weeks Armstrong	Site: None	\$0	NC 19-4 Weeks Armstrong	Site: None	\$0
		Total Site:	\$0		Total Site:	\$0
		Mechanical and Electrical:	\$0		Mechanical and Electrical:	\$0
		Total M&E:	\$0		Total M&E:	\$0
		Building Exterior:	\$0		Building Exterior:	\$0
		None	\$0		None	\$0
		Total B.E.:	\$0		Total B.E.:	\$0
		Dwelling Units:	\$0		Dwelling Units:	\$0
		None	\$0		None	\$0
		Total DUs:	\$0		Total DUs:	\$0
		Dwelling Equipment: Asbestos Floor Tile Removal	\$59,000		Dwelling Equipment: Asbestos Floor Tile Removal	\$142,000
		Total D.E.:	\$59,000		Total D.E.:	\$142,000
	NC 19-4 Weeks Armstrong	Interior Common Areas:	\$0	NC 19-4 Weeks Armstrong	Interior Common Areas:	\$0
		None	\$0		None	\$0
		Total ICAs:	\$0		Total ICAs:	\$0
		Site-Wide Facilities:	\$0		Site-Wide Facilities:	\$0
		None	\$0		None	\$0
		Total SWFs:	\$0		Total SWFs:	\$0
		Nondwelling Equipment:	\$0		Nondwelling Equipment:	\$0
		None	\$0		None	\$0
		Total NDE:	\$0		Total NDE:	\$0
			\$59,000			\$142,000
		Subtotal of Estimated Cost	\$59,000		Subtotal of Estimated Cost	\$142,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:			Activities for Year 5 FFY Grant: 2008 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	NC 19-4 Weeks Armstrong	Site: None	\$0	NC 19-4 Weeks Armstrong	Site: None	\$0
		Total Site:	\$0		Total Site:	\$0
		Mechanical and Electrical: None	\$0		Mechanical and Electrical: None	\$0
		Total M&E:	\$0		Total M&E:	\$0
		Building Exterior: None	\$0		Building Exterior: None	\$0
		Total B.E.:	\$0		Total B.E.:	\$0
		Dwelling Units: None	\$0		Dwelling Units: None	\$0
		Total DUs:	\$0		Total DUs:	\$0
		Dwelling Equipment: Asbestos Floor Tile Removal	\$117,241		Dwelling Equipment: Asbestos Floor Tile Removal	\$42,000
		Total D.E.:	\$117,241		Total D.E.:	\$42,000
		Interior Common Areas: None	\$0		Interior Common Areas: None	\$0
		Total ICAs:	\$0		Total ICAs:	\$0
		Site-Wide Facilities: None	\$0		Site-Wide Facilities: None	\$0
		Total SWFs:	\$0		Total SWFs:	\$0
		Non dwelling Equipment: None	\$0		Non dwelling Equipment: None	\$0
		Total NDE:	\$0		Total NDE:	\$0
		Subtotal of Estimated Cost	\$117,241		Subtotal of Estimated Cost	\$42,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages---Work Activities

Activities for Year 1 2004	Activities for Year 2 FFY Grant: 2005 PHA FY:		Activities for Year 3 FFY Grant: 2006 PHA FY:	
	Development Name/Number	Major Work Categories	Estimated Cost	Estimated Cost
See Annual Statement	NC 19-5 Scattered Sites	Site: None	\$0	NC 19-5 Scattered Sites
		Total Site:	\$0	
		Mechanical and Electrical:	\$0	
		Total M&E:	\$0	
		Building Exterior:	\$0	
		Total B.E.:	\$0	
		Dwelling Units: Windows	\$152,841	
		Total DUs:	\$152,841	
		Dwelling Equipment:	\$0	
		Total D.E.:	\$0	
		Interior Common Areas:	\$0	
		Total ICAs:	\$0	
		Site-Wide Facilities:	\$0	
		Total SWFs:	\$0	
		Non dwelling Equipment:	\$0	
		Total NDE:	\$0	
		Subtotal of Estimated Cost	\$152,841	
		Site:	\$0	
		Total Site:	\$0	
		Mechanical and Electrical:	\$0	
		Total M&E:	\$0	
		Building Exterior:	\$0	
		Total B.E.:	\$0	
		Dwelling Units: Windows	\$102,841	
		Total DUs:	\$102,841	
		Dwelling Equipment:	\$0	
		Total D.E.:	\$0	
		Interior Common Areas:	\$0	
		Total ICAs:	\$0	
		Site-Wide Facilities:	\$0	
		Total SWFs:	\$0	
		Non dwelling Equipment:	\$0	
		Total NDE:	\$0	
		Subtotal of Estimated Cost	\$102,841	

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 4 FFY Grant: 2007 PHA FY:		Activities for Year 5 FFY Grant: 2008 PHA FY:			
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
NC 19-5 Scattered Sites	Site: None	\$0	NC 19-5 Scattered Sites	Site: None	\$0
	Total Site:	\$0		Total Site:	\$0
	Mechanical and Electrical: None	\$0		Mechanical and Electrical: None	\$0
	Total M&E:	\$0		Total M&E:	\$0
	Building Exterior: None	\$0		Building Exterior: None	\$0
	Total B.E.:	\$0		Total B.E.:	\$0
	Dwelling Units: None	\$0		Dwelling Units: None	\$0
	Total DUs:	\$0		Total DUs:	\$0
	Dwelling Equipment: HVAC	\$200,000		Dwelling Equipment: HVAC	\$200,000
	Total D.E.:	\$200,000		Total D.E.:	\$200,000
	Interior Common Areas: None	\$0		Interior Common Areas: None	\$0
	Total ICAs:	\$0		Total ICAs:	\$0
	Site-Wide Facilities: None	\$0		Site-Wide Facilities: None	\$0
	Total SWFs:	\$0		Total SWFs:	\$0
	Non dwelling Equipment: None	\$0		Non dwelling Equipment: None	\$0
	Total NDE:	\$0		Total NDE:	\$0
Subtotal of Estimated Cost		\$200,000	Subtotal of Estimated Cost		\$200,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1 FFY Grant: 2005 PHA FY:		Activities for Year 2 FFY Grant: 2005 PHA FY:		Activities for Year 3 FFY Grant: 2006 PHA FY:	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
NC 19-9 McIntyre Lane	Site: None	\$0	NC 19-9 McIntyre Lane	Site: None	\$0
	Total Site:	\$0		Total Site:	\$0
	Mechanical and Electrical: None	\$0		Mechanical and Electrical: None	\$0
	Total M&E:	\$0		Total M&E:	\$0
	Building Exterior: Roof Replacement	\$100,000		Building Exterior: Building Numbers	\$10,000
	Total B.E.:	\$100,000		Total B.E.:	\$10,000
	Dwelling Units: None	\$0		Dwelling Units: None	\$0
	Total DUs:	\$0		Total DUs:	\$0
	Dwelling Equipment: None	\$0		Dwelling Equipment: None	\$0
	Total D.E.:	\$0		Total D.E.:	\$0
	Interior Common Areas: None	\$0		Interior Common Areas: None	\$0
	Total ICAs:	\$0		Total ICAs:	\$0
	Site-Wide Facilities: None	\$0		Site-Wide Facilities: None	\$0
	Total SWFs:	\$0		Total SWFs:	\$0
	Nondwelling Equipment: None	\$0		Nondwelling Equipment: None	\$0
	Total NDE:	\$0		Total NDE:	\$0
Subtotal of Estimated Cost		\$100,000	Subtotal of Estimated Cost		\$10,000

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages---Work Activities

Activities for Year 1 2004		Activities for Year 4 FFY Grant: 2007 PHAFY:			Activities for Year 5 FFY Grant: 2008 PHAFY:				
Development Name/Number		Major Work Categories		Estimated Cost	Development Name/Number		Major Work Categories		Estimated Cost
See Annual Statement	NC 19-9 McIntyre Lane	Site: Re-strip Parking Lot		\$5,000	NC 19-9 McIntyre Lane	Site: Curb Appeal		\$90,000	
		Total Site:		\$5,000		Total Site:		\$90,000	
		Mechanical and Electrical: None		\$0		Mechanical and Electrical: None		\$0	
		Total M&E:		\$0		Total M&E:		\$0	
		Building Exterior: None		\$0		Building Exterior: None		\$0	
		Total B.E.:		\$0		Total B.E.:		\$0	
		Dwelling Units: None		\$0		Dwelling Units: None		\$0	
		Total DUs:		\$0		Total DUs:		\$0	
		Dwelling Equipment: None		\$0		Dwelling Equipment: None		\$0	
		Total D.E.:		\$0		Total D.E.:		\$0	
		Interior Common Areas: None		\$0		Interior Common Areas: None		\$0	
		Total ICAs:		\$0		Total ICAs:		\$0	
Site-Wide Facilities: None		\$0	Site-Wide Facilities: None		\$0				
Total SWFs:		\$0	Total SWFs:		\$0				
Non dwelling Equipment: None		\$0	Non dwelling Equipment: None		\$0				
Total NDE:		\$0	Total NDE:		\$0				
Subtotal of Estimated Cost				\$5,000	Subtotal of Estimated Cost				\$90,000

CAPITAL FUNDS PROGRAM 2004

HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT, NC

ACCOUNT 1408

MANAGEMENT COST ALLOCATION **METHODOLOGY**

<u>LINE ACCOUNT ITEM:</u>	<u>% FACTOR:</u>	<u>BUDGET:</u>
Accounting Assistant Salary	10%	\$2,723.00
Accounting Clerk Salary	5%	\$1,090.00
Administrative Assistant Salary	15%	\$4,357.82
Executive Director Salary	15%	\$13,341.58
Finance/MIS Director Salary	15%	\$8,432.42
Director of Facilities Salary	100%	\$50,393.20
Maintenance Operations Coordinator Salary	100%	\$37,864.32
Receptionist	5%	\$865.80
Benefits (for above eight salaries)	N/A	\$42,865.00
Computer Software Management	N/A	\$8,000.00
Management and Maintenance Training	N/A	\$10,000.00
Consultant Fees	N/A	\$4,000.00
<u>GRAND TOTAL:</u>		<u>\$183,933.14</u>

TWR/

CAPITAL FUNDS PROGRAM 2004
HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT, NC

ACCOUNT 1410

ADMINISTRATION COST ALLOCATION
METHODOLOGY

<u>LINE ACCOUNT ITEM:</u>	<u>BUDGET:</u>
<i>Travel Expenses</i>	<i>\$3,500.00</i>
<i>Printing of Publications</i>	<i>\$2,000.00</i>
<i>Membership Dues and Fees (Internet)</i>	<i>\$4,332.00</i>
<i>Telephone and Facsimile</i>	<i>\$3,500.00</i>
<i>Sundries</i>	<i>\$6,000.00</i>
<i>Maintenance/Modernization Assistant Salary (100%)</i>	<i>\$24,944.00</i>
<i>PM Mechanic Salary (100%)</i>	<i>\$23,276.00</i>
<i>Benefits for above two salaries</i>	<i>\$17,359.00</i>
<u>GRAND TOTAL:</u>	<u>\$84,911.00</u>

/TWR

CAPITAL FUNDS PROGRAM 2004
HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT, NC

ACCOUNT 1410

ADMINISTRATION COST ALLOCATION
METHODOLOGY

RESIDENT ADVISORY BOARD

UPDATE 09/11/02

PRESIDENT

Minnie Knight
Weeks Armstrong Community
154 B Otis Lane
Rocky Mount, N.C. 27801

ASSIST. SECRETARY

Calvenia Jenkins
West End Terrace Community
102 Manning Court
Rocky Mount, N.C. 27803

MEMBERS

Weeks Armstrong Community

Andrea Hendricks
925 Stokes Ave.
Rocky Mount, N. C. 27801

Mary Knight
104 Loop Court
Rocky Mount, N.C. 27801

Pamela Knight
1450 Hunter Street
Rocky Mount, N.C. 27801

Sherry Pittman
103 Queen Court
Rocky Mount, N. C. 27801

Annie Underhill
944 Stokes Ave.
Rocky Mount, N. C. 27801

West End Terrace

Fannie Harrison
1207 B Raleigh Road
Rocky Mount, N.C. 27801

Lawanda Adams
1007 Burton Street
Rocky Mount, N. C. 27801

Dorothy Williams
1207 A Raleigh Road
Rocky Mount, N.C. 27801

M.S. Hayworth Apartment Complex Community

Katie Jenkins
931 Tessie Street #203
Rocky Mount, N.C 27801
In process of finding more members

EXECUTIVE DIRECTOR
LARRY RUSSELL

WEST END TERRACE
1006 Aycock Street
Rocky Mount, N.C. 27803

WEEKS-ARMSTRONG
116 Pinehurst Drive
Rocky Mount, N.C. 27801



HOUSING AUTHORITY

OF THE CITY OF

ROCKY MOUNT, NORTH CAROLINA

27803-0717
POST OFFICE BOX 4717
TELEPHONE (252) 977-3141
Voice & TDD
FAX (252) 977-6210

BOARD OF COMMISSIONERS

CLEVE WHATLEY, Chairman
RUSSELL JACKSON, Vice Chairman
LEONARD WIGGINS
MINNIE KNIGHT
ANGELA WARD
PAUL MUSGROVE

ROCKY MOUNT HOUSING AUTHORITY

***REQUEST FOR PROPOSALS
FOR
TENANT SERVICES
FY 2003***

Tenant Services for FY 2003 are needed for the RMHA's Residents. The services are as follows:

- 1. Resident Council Training**
 - (a) Conduct Council Counseling on Robert Rules of Order**
 - (b) Working together**
 - (c) Planning Activities**
- 2. Youth Activities**
- 3. Arts and Crafts for RMHA Seniors**
- 4. Resident Employment Preparation**
- 5. Resident Assistance in Homework (Tutoring)**

RFP requested by:


Larry Russell, Executive Director



ALL RESIDENTS OF THE . . .

WEEKS ARMSTRONG COMMUNITY

WHAT: Resident Council Meeting
WHEN: Monday, July 14TH, 2003
WHERE: Weeks Armstrong Community Ctr.
TIME: 6:00 pm

*If you have ideas and/or concerns regarding the
WEEKS ARMSTRONG COMMUNITY
Please **MAKE EVERY EFFORT** to attend this
meeting and let your voice be heard.*

*We look forward to seeing **YOU** on Monday night!!*



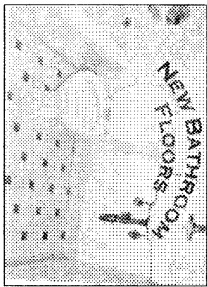


Use this form to list anything that you would like to see done in your apartment/ community such as new doors, landscaping, central heating and air, etc. **Please turn this form in at the end of this meeting or return to your Housing Manager as soon as possible (before the “Advance Meeting” - see “Residents’ Meeting Schedule”).** Also, **please take a few extras and give to your neighbors in your community who are not in attendance at this meeting. *The more feedback/input we have from the residents, the better the Capital Funds Program can be!***

BATHROOM RENOVATIONS

PHASE III:

Phases I and II of *Bathroom Renovations* were completed in 1999 through 2002. Phase III began April 15th, 2003 and will be completed by the end of August 2003. Communities NC 19-5; Scattered Sites and NC 19-9; McIntyre Acres (approximately 101 units) is receiving Phase III. This will complete all communities except for NC 19-1; West End Terrace. We plan to complete this community in the near future contingent on approved funding from HUD. These bathroom renovations include new porcelain tub surround and tub, shower addition, water-saver water-closet, cast iron lavatory, new bathroom accessories, ceramic floor tile and ceramic tile wall base. As you can see from the picture below, the renovated bathrooms are very modern and attractive. We have had only positive feedback from our residents on their new bathrooms. They are extremely pleased! Edward E. Thorpe and Company from Kensington, Maryland performed these phases of bathroom renovations.



HVAC RENOVATIONS:

Heating and Air-Conditioning Renovations for the NC 19-4, Weeks Armstrong Community and NC 19-5 (19-6), Scattered Sites Community (approximately 133 units) will begin approximately around mid-July. The over-seeing of this project is by Stogner Architecture, P. A. in Rockingham, N.C. These HVAC Renovations will consist of removal of existing gas furnace and provide a new gas furnace and cooling unit and all related work along with new mechanical rooms where needed. Residents are very excited about receiving the addition of air-conditioners. This was a major desire of residents at previous "Residents' Community Meetings". Rocky Mount Housing Authority is pleased to meet their de-

OTHER COMMENTS:

The final phase of *Kitchen Renovations* were completed in September of 2002. This final phase completed all communities with kitchen renovations. These renovations began in 1997.

Installation of New Trance Furnaces And Coils took place in April and May of 2002. This work task consisted of replacing 17 old furnaces with new in the NC 19-5; Scattered Sites Community. Joyner's Heating And Air-Conditioning of Rocky Mount, N.C. completed this work.

We have also performed numerous small projects in designated areas including pressure-washing of buildings, tree removal, ceiling repair/replacements, floor tile replacements, etc.

We began preparations for *2004 Capital Funds Grant* in July of this year with our first Residents' Meeting being for West End Terrace Residents on July 22nd with other meetings to "follow-up" until September 24th. We will submit our Agency Plan and 2004 Capital Funds Grant to HUD on October 15th. Then, we will anxiously await their approval in order to continue to perform improvements to our Public Housing Apartments. Rocky Mount Housing Authority's continued goal is to provide a safe and attractive environment for our residents.

Tentative Future Projects

Within the next couple of years, we tentatively plan to replace roofs in NC 19-1 and NC 19-3, West End Terrace Communities; install security screen doors in NC 19-4, Weeks Armstrong Community; replace windows in the NC 19-5 Scattered Sites Community; install new heating and air-conditioning units in NC 19-9, McIntyre Acres Community; and install new sewer clean-outs in designated areas.

There are many items we wish to perform, but everything is contingent upon HUD's approval of funding.



"FOR THE BETTERMENT OF ROCKY MOUNT,
THE CITY ON THE RISE!"

Rocky Mount Housing Authority

1006 Aycock Street
P.O. Box 4717
Rocky Mount, NC 27803
252-977-3141



Vivian Lucille Powell Village
Front corner

Revised: June 2003

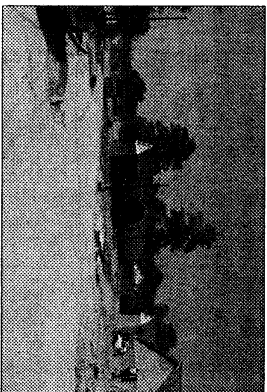


Vivian Lucille Powell Village

The Vivian Lucille Powell Village has been completed and residents are in the process of moving in their new apartments. This facility is a gated community that has 14 1-bedroom apartments. Each apartment comes equipped with a side-by-side refrigerator with ice maker, microwave oven, washer/dryer hook-ups, pre-wired for cable TV, large walk-in closets that lead into a spacious bedroom. All the apartments have a bay window in the living room. The building has a community room, an exercise room, a coin operated laundry room, a screened in back porch with rocking chairs, an outside patio with grills for cookouts, an office with a computer for the residents to use. There is a state of the art security system in place. Also for the residents convenience there is a small store for things such as bread, milk, etc that will be run by the residents.

Weeks Armstrong Community

Phase 1 of the redevelopment of the Weeks Armstrong Community is well under way. This area will consist of 1 and 2 bedroom apartments in 29 buildings of duplexes and triplexes. There are 6 1 bedroom apartments, 3 2 bedroom apartments on one floor. The balance of apartments are 2 bedroom in 2-story buildings. The general contractor, A. R. Chesson Construction Company of Williamston, NC says the first part of this redevelopment should be ready to move residents in by June, 2003.



Weeks Armstrong Phase I

222 units affected by Hurricane Floyd

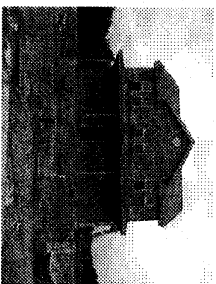
- 1 Bedroom—38
- 3 Bedroom—60
- 2 Bedroom—102
- 4 Bedroom—22
- Replacements
- Vivian L. Powell Village—14—1 Bedroom
- Weeks Armstrong—Phase 1—29 Buildings
- 16 Apartments—1 Bedroom
- 58 Apartments—2 Bedroom
- Whaley Cove Subdivision—48 Homes
- 32 Apartments—3 Bedroom Homes
- 16 Apartments—4 Bedroom Homes
- Weeks Armstrong—Phase 2—25 Buildings
- 8 Apartments—1 Bedroom
- 36 Apartments—2 Bedroom
- 6 Apartments—3 Bedroom
- Undermined—36
- 16 Apartments—1 Bedroom
- 8 Apartments—2 Bedroom
- 38 Apartments—3 Bedroom

Weeks Armstrong Community—Phase II

This part was bid and the general contractor was Calvin Davenport, Inc. of Rocky Mount, NC. This phase of redevelopment has not started because RMHA is waiting for funding.

Whaley Cove Subdivision

The general contractor, Turn-Key Contractors, Inc. of Rocky Mount has begun putting in the footings for the foundations. The homes in the first cut-de-sea should be ready for occupancy by September 2003. These homes are 3 and 4 bedrooms with many amenities. These homes have been approved for the RMHA Homeownership Program.



Whaley Cove Subdivision

Capital Fund Grant Projects

Now In Progress

ROOF REPLACEMENT:

Phase II of Roof Replacement and Replacement of Damaged or Missing Fascia Boards, Vinyl Soffit, and/or Aluminum Soffit is near completion. This work should be completed by the end of June, 2003. This work consist of roof replacement on 70 buildings in the NC 19-4; Weeks Armstrong and NC 19-5; Scattered Sites Community. Phase I consisted of roof replacement on 22 buildings in the NC 19-5; Scattered Sites Community in 2002. We still have roofs to be replaced in the future contingent upon approval of funds from HUD. Both Phases were performed by Rocky Mount Roofing Company.

CAPITAL FUNDS PROGRAM 2004 ANNUAL SUBMISSION

R E S I D E N T P A R T N E R S H I P

JULY, 2003

INTRODUCTION:

The objective of the Capital Funds Program is to provide money for Public Housing Authorities (PHA) to:

1. Improve the physical conditions of the exterior and interior of the apartments. This means we can replace, fix, or change things inside and outside the unit and how it looks on the outside.
2. Up-grade the management and operation of existing public housing developments. Management improvements are things Housing Authorities can do to improve service and how we operate.

THE PROCESS:

Part of this process, which is very important, is receiving information from residents concerning what you feel needs improvement in your community. This is your special meeting for your specific community along with your managers to list everything you can think of that needs to be done, inside and outside, adding any new work items residents have thought of from the previous year's list. This will be called your "Preliminary Work List". We will then prioritize all of the work items by a list or numbering system. The preliminary work list will be combined with work items from staff, work-orders, and inspections.

A form for you to list any items that you would like to see done is provided for you. Please turn this form back-in at the end of your special meeting or drop off to your Housing Manager in the next few days (or before the date of the "Advance Meeting".)

After all the communities have been met, the next step in the process is called the "Advance Meeting". During this meeting, you will receive what we call a final list of work items.

Resident Partnership
Page Two
July, 2003

At the "Advance Meeting", you will have the opportunity to make changes to your final list. This is important because Rocky Mount Housing Authority (RMHA) will take what you have created (your finalized list of work items) and combine them into a draft of the Annual Submission.

The next step in the process involves you also. RMHA will issue a draft of the Annual Submission to the Resident Council Presidents, Resident Management Advisory Board, everyone that has been to any of the meetings, and the Housing Managers' office for residents' review.

The final step in the process is the "Public Hearing". The Board Of Commissioners, RMHA Staff, residents, and the general public will attend. RMHA will present all of the material for your consideration, and anyone wishing to speak will be given the opportunity to do so. This is the last opportunity for you to comment on the draft before it is sent to HUD (Department Of Housing And Urban Development).

That ends the process. RMHA will then proceed with the Annual Submission to HUD for their approval.

I trust this will get you started with your involvement in the CFP Process. If you have any questions and/or comments, please contact Toni Child at 407-1940 or Teresa Rhodes at 407-1941. We encourage you to submit your questions and/or comments in writing for record-keeping purposes. However, your calls are welcome! The RMHA Staff is looking forward to working with you to improve all of our communities.

TC/twr

Attachment

INTER-OFFICE MEMORANDUM

HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT, N.C.

TO: *Ann Harrison, Housing Manager - Weeks Armstrong
Hope Phillips, Assistant Housing Manager - Weeks Armstrong
Towanna Clinton, Housing Manager - West End Terrace
TeNeisha Mercer, Assistant Housing Manager - West End Terrace*

FROM: *Teresa Rhodes, Modernization/Maintenance Assistant*

DATE: *July 19th, 2003*

SUBJECT: *Capital Funds Grant 2004
Residents' Community Meetings Schedule*

Attached, please find the schedule for the annual residents' meetings for 2004 *Capital Funds Grant*. Please send this to all of the residents under your management; and encourage their attendance. Also, please mark your calendars so that you may be present during the meetings scheduled for your community.

If you should have any questions and/or comments; please advise.

I thank you, in advance, for your time and cooperation in informing your residents.

/twr

cc: Larry Russell, Executive Director
Toni Child, Director Of Facilities
Bonita Allen-Watson, Public Housing Services Director & Section 8
Joe Copeland, Maintenance Superintendent
Tracey Jackson, Special Projects Manager

HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT, NC
POST OFFICE BOX 4717
ROCKY MOUNT, NORTH CAROLINA 27803
PHONE: (252) 977-3141

RESIDENTS' MEETINGS

SCHEDULE

2004 CAPITAL FUNDS PROGRAM COMMUNITY MEETINGS

HAVE A VOICE IN THE IMPROVEMENTS PLANNED
FOR YOUR COMMUNITY

<u>WHO:</u>	<u>WHEN:</u>	<u>WHERE:</u>
Everyone under the management of Towanna Clinton; West End Terrace Housing Manager	Tuesday, July 22 th , 2003 at 5:30 P.M.	Hyman Battle Community Center 1101 Aycock Street Rocky Mount, N.C.
Everyone under the management of Ann Harrison, Weeks Armstrong Housing Manager	Monday, July 28 th , 2003 at 5:30 P.M.	Weeks Armstrong Community Center 116 Pinehurst Drive Rocky Mount, N.C.
All Communities Advance Meeting	Monday, August 11 th , 2003 at 5:30 P.M.	Hyman Battle Community Center 1101 Aycock Street Rocky Mount, N.C.
All Communities Public Hearing	Wednesday, September 24 th , 2003 at 4:00 P.M.	City Of Rocky Mount Government Office Council Chambers; 3 rd Floor One Government Plaza Rocky Mount, N.C.
RMHA Board Of Commissioners' Board Meeting Open to the General Public	Tuesday, October 14 th , 2003 at 4:00 P.M.	West End Terrace Admin. Office Conference Room 1006 Aycock Street Rocky Mount, N.C.

It is strongly stressed that residents attend these meetings in order to present a list of physical improvements which you would like to see done in your community.

Special Note: After the "Advance Meeting" and prior to the "Public Hearing", a draft copy of the Capital Funds Program Grant will be available for residents' review in the Facilities Department at 116 Pinehurst Drive.

**WEST END TERRACE (RESIDENTS UNDER THE
MANAGEMENT OF TOWANNA CLINTON) COMMUNITY
MEETING**

CAPITAL FUNDS PROGRAM 2004

TUESDAY, JULY 22nd, 2003

**HYMAN BATTLE COMMUNITY CENTER
1101 Aycock Street, Rocky Mount, NC**

HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT, NORTH CAROLINA

M I N U T E S

The meeting began at 5:40 P.M. There were approximately 21 attendees.

Toni Child, Director Of Facilities, greeted and welcomed everyone in attendance; and then introduced Housing Authority Staff that were in attendance.

Toni began the meeting by explaining the reason for the community meetings, the objective of the Capital Funds Program, and the program process. She explained that this is what we do every year. A hand-out was given to all in attendance explaining this process in writing. She explained that we, the Facilities Department, compile a schedule (from the residents' wishes) of what physical improvements to do to their homes. We have had the same feed-back from residents for the last two to three years such as new kitchens, new bathrooms with showers, new doors, new roofs, central heat and air, etc. A "Residents Wish List" form was distributed to everyone in attendance. Toni urged residents to list any improvements that they would like to see done to their apartment or in their community on this form; and give to their Managers. Again, we compile these wishes together to prepare the "Five-Year Plan". Some improvements verbally requested by residents were central heat and air, storm doors, new floor tile, locks on panel boxes, new light fixtures, gutters, playgrounds, and concrete pads under clotheslines. The items requested the most was the central heat and air. Residents are really eager to receive this improvement. *(Some residents addressed items that are actually work-order specifics. Toni asked them to call these items in to the Work-Order Clerk.)* Residents that received new kitchens in 1997 have the 'flat-panel cabinets'; whereas the kitchen renovations performed in 1999 and later are 'raised-panel cabinets'. Residents retaining the flat panel cabinets desire to have the raised-panel ones. Toni clarified that these cabinets could not be replaced until their time which could be about 10 years from now.

**WEST END TERRACE COMMUNITY MEETING
MINUTES
JULY 22ND, 2003
- PAGE TWO -**

Some residents requested their bathtub be replaced because they are peeling. If you have one of these - don't worry - your tub will be replaced in the near future - very soon. It is in the plan to do in the next few months.

Next, Toni went over items already in the "Five-Year Plan". Such items are new windows, peeling tubs replaced, electrical panel boxes replaced, new sewer lines/clean-outs, central heat and air, roofs, tile floor (units with black tile), and miscellaneous items such as tree removal.

Toni stressed that the residents please remember that improvements can not be done to all units at the same time. We only get a certain amount of money from HUD; and we can only do as many apartments as the money stretches to.

Then, Toni briefly mentioned the "Home-Ownership Program". She explained that single-family homes (very nice, beautiful homes) are being built now. You can contact Pam Cofield for more information and for the criteria to qualify for these homes. She will help you in any way she can in getting you qualified or point you in the right direction to purchase your own home. If you are interested, please call Ms. Cofield. It's a great investment!

The floor was then turned-over for questions and comments. A resident took the floor and thanked the Housing Authority for all the improvements that they are doing to her home. She is proud of her home, and even prouder each time she receives something new. Another resident seconded that; and further praised the grass cutters for doing an immaculate job to her lawn.

Toni ended the meeting by thanking everyone for coming. Their responses are very important at this time of year for the Capital Funds Plan. And, she asked them to be patient with us when receiving their improvements. Just remember, if you don't get something this year or next year - you will eventually get it. Again, we can only do as much as our allotted money allows.

The "Advance Residents' Meeting" (the last chance to add anything) will be held on Monday, August 11th at 5:30 P.M. here (Hyman Battle Community Center).

With no further questions and/or comments, the meeting was adjourned at 6:45 P.M.

- Teresa W. Rhodes
Modernization/Maintenance Assistant

2004 CAPITAL FUNDS GRANT RESIDENTS' MEETING

WEST END TERRACE COMMUNITY

TUESDAY, JULY 22ND, 2003 @ 5:30 P.M.

Hyman Battle Community Center
1101 Aycock Street
Rocky Mount, North Carolina 27803

ATTENDANCE SIGN-IN SHEET

<u>ATTENDEES' NAME (And Title If Applicable):</u>	<u>ADDRESS:</u>
Ruth Drake	1074 Evergreen
Cheryl Hester	Rmta
Helen Hester	
Patricia Hall	907 Evergreen
Domikia Magee	859 Evergreen
Dora Alston	1010 Evergreen Rd.
Dwain Evans	1113 Neal Street
Brita Allen-Watson	Rmta
LISA Whitfield	1210 Winston Wk
Annie Ricks	1112 Westwood
Mildred Ricks	1209 Winston Wk
Jessie Cooper	
Diane White	1101 Westfield
M. Livingston	1001 Evergreen Rd
Deloris M Greene	844 Evergreen
Annis Berry	
Verna Vokewood	1008 Evergreen Rd
Thomas J. Jones	
James Rhodes	Rmta

[illegible]

**WEEKS ARMSTRONG (RESIDENTS UNDER THE
MANAGEMENT OF ANN HARRISON) COMMUNITY
MEETING**

C A P I T A L F U N D S P R O G R A M 2 0 0 4

MONDAY, JULY 28TH, 2003

***WEEKS ARMSTRONG COMMUNITY CENTER
116 PINEHURST DRIVE***

HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT, NORTH CAROLINA

M I N U T E S

The meeting began at 5:35 P.M. There were approximately 11 attendees which includes four Rocky Mount Housing Authority Staff Members.

Larry Russell, Executive Director, greeted and welcomed everyone in attendance. He also introduced Rocky Mount Housing Authority Staff Members in attendance. Next, Mr. Russell began explaining the Capital Funds Program - it's purpose/objective, process, etc. Mr. Russell explained that these meetings are important and necessary. This is just one of the few meetings that we have with our residents; and all of our meetings are open to the General Public including the Public Hearing and Board Of Commissioners' Meeting. He explained that the monies granted by HUD in Capital Funds Grants are used to perform physical improvements to apartments in our communities such as new bathrooms, new kitchens, new roofs, new doors, new windows, beginning stages of central heating and air-conditioning, etc. Mr. Russell asked the attendees if they have received any of these physical improvements yet. They have received some such as new bathrooms and new kitchens. They are happy with them and are ready for central heat and air.

Mr. Russell turned the floor over to Joe Copeland, Maintenance Supervisor; and Teresa Rhodes, Modernization/Maintenance Assistant, whom discussed items presently listed in the "Five-Year Plan". Some of these items are *heating and air-conditioning renovations, water and sewer line replacement, window replacement, tub enclosures replacement, tree removal, landscaping, house numbers (on the rear or sides of buildings, as well as, the front), new trash carts, occupied painting, termite treatment, floor tile (black tile) replacement, sidewalk repair, etc.* Mr. Russell added that if anyone has black tile that has become cracked, please contact the Maintenance Department. This cracked tile will need to be replaced as soon as possible. You will have to be re-located to another apartment (either temporary or permanent) in order for this tile to be replaced.

**WEEKS ARMSTRONG COMMUNITY MEETING
MINUTES
JULY 28TH, 2003
- PAGE TWO -**

Mr. Russell accepted the floor again and discussed, "as you probably know, there is a lot of new construction going up in Weeks Armstrong right now. This is part of the Emergency Disaster Grant that you were informed about the last couple of years at these meetings. Units that were flooded in 1999 have been torn down and some being re-built here in the Weeks Armstrong Community; and others being built on Springfield Road (Whatley Cove). Fourteen apartments were built on Marigold Street known as the "Vivian Lucille Powell Village".

Next, Mr. Russell briefly discussed the "Home-Ownership Program". He briefly deliberated on the nice and beautiful single-family homes being built. If you are interested, please contact Pam Cofield. There are qualifications you have to meet such as: you must be employed, have credit and good credit, etc. Ms. Cofield can explain this in more detail to you. Remember, if you do not qualify today, there are things that you can be working on to qualify you in the future. Also, if you know of anyone else interested in buying a home, have them contact Pam. This is an outstanding opportunity for you!

All residents in attendance seemed quite content with what they already have and will be getting in the future. They had no questions.

Three residents came in late (right when the meeting had been adjourned), so Mr. Russell briefly summarized what they had missed.

After no further questions and/or comments, the meeting was adjourned at 6:32 P.M.

*- Teresa W. Rhodes
Modernization/Maintenance Assistant*

<u>ATTENDEES' NAME (And Title If Applicable):</u>	<u>ADDRESS:</u>
Peres Rhodes	RMHA
Joe Ogden	RMHA
Willie E. Nicholson	1447 N. Raleigh St
Burda B. Burda	1436 Hunter St
Ann Harrison	RMHA
Deloris Richardson	RMHA
Miriam Knight	154 D. Allen Ave
3 people (residents) came in late and did not sign.	
(11 people total)	

Refreshments will
be served!!!



Refreshments will
be served!!!

ALL RESIDENTS OF THE . . .

WEEKS ARMSTRONG COMMUNITY

WHAT: SELF-ESTEEM WORKSHOP



WHEN: Thursday, July 24TH, 2003

WHERE: Weeks Armstrong Community Ctr.

**SPEAKER: AUDREY HEDGEPEETH – Speaker &
Minister at the GREATER LOVE
CHRISTIAN CENTER**

TIME: 6:00 pm

This workshop is geared toward our YOUNG
PEOPLE who are faced daily with CHALLENGES,
CHOICES and LIFE CHANGING DECISIONS.



PARENTS please make every effort to bring your
children to this workshop. Our young people will learn
how to BELIEVE IN THEMSELVES and THEIR
ABILITIES. ALL AGES are welcome!!

We look forward to seeing you on Thursday Night!





ROCKY MOUNT HOUSING AUTHORITY

Resident Council

SELF- ESTEEM WORKSHOP

Weeks Armstrong Community

July 24, 2003

6:00 pm

AGENDA

WELCOME

PRAYER

Minnie Knight, Resident Council President

INTRODUCTION OF SPEAKER

Pamela Knight

SPEAKER

Audrey Hedgepeth, Minister of Greater Love Christian Center

REMARKS

Hope Phillips, Asst. Manager -Weeks Armstrong

ADJOURNMENT

****REFRESHMENTS****



ALL RESIDENTS OF THE ...
WEEKS ARMSTRONG COMMUNITY

WHAT: MOTIVATIONAL WORKSHOP
WHEN: Thursday, June 26TH, 2003
WHERE: Weeks Armstrong Community Ctr.
SPEAKER: ANN EDGE, Motivational Speaker &
Former Principal of Baskerville
Elementary School
TIME: 6:00 pm

*If you want to come out of your
"COMFORT ZONE"
and reach your
'FULLEST POTENTIAL"
this meeting is "FOR YOU!!"*

We look forward to seeing you on Thursday Night!





ROCKY MOUNT HOUSING AUTHORITY

Resident Council

MOTIVATIONAL WORKSHOP

Weeks Armstrong Community

June 26, 2003

6:00 pm

AGENDA

WELCOME ADDRESS

Minnie Knight, Resident Council President

PRAYER

INTRODUCTION OF SPEAKER

Ann Harrison, Manager - Weeks Armstrong

SPEAKER

Ann Edge, Motivational Speaker

REMARKS

Hope Phillips, Asst. Manager - Weeks Armstrong

ADJOURNMENT

ADVANCE MEETING FOR ALL COMMUNITIES

CAPITAL FUNDS PROGRAM 2004

AUGUST 11TH, 2003 AT 5:30 P.M.

Hyman Battle Community Center
1101 Aycock Street, Rocky Mount, N.C. 27803

HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT, NORTH CAROLINA

M I N U T E S

The meeting began at 5:40 P.M. with 11 people present; 8 being Rocky Mount Housing Authority Staff Members.

Larry Russell, Executive Director, began the meeting by welcoming everyone in attendance and thanking them for coming. He then asked everyone to introduce themselves.

Next, Mr. Russell explained how the Housing Authority is required by HUD to meet with residents to discuss our "Annual Agency Plan and Capital Funds Grant". We will also be discussing the Authority's "Emergency Disaster Grants" that have been in progress since the flood in 1999. I will discuss the process of Capital Funds Grants and the Authority's Emergency Disaster Grant. The floor will then be turned-over to Toni Child, Director Of Facilities, whom will discuss the actual '2004 Capital Grants Program' being applied for this year. This program is where HUD grants funds to perform physical improvements such as bathroom renovations, kitchen renovations, etc. to the Authority's Public Housing Units.

Mr. Russell began his discussion by giving a brief history of Public Housing; and then moved to discussing the Emergency Disaster Grant. We are in the process of completing another application to HUD-Greensboro requesting funds to complete the Weeks Armstrong Community involved in the flooding. This application consists of 14 units. HUD may or may not approve this application. If they don't, then we will just have to do the best we can with what we have. We had a total of 222 units that were involved in this Emergency Plan. 74 units are presently being re-built in the Weeks Armstrong Community. 14 apartments were built on Marigold Street as the Vivian Lucille Powell Village. 48 single-family homes are presently being built on Springfield Road. These houses are for sale with prices ranging from \$100,000.00 to \$125,000.00 which is a good investment. We have meetings taking place now know as the 'Home-Ownership Program' with Pam Cofield, Coordinator. You will have to meet certain qualifications for this program such as being employed, having good credit, etc. If you do not qualify now, you could qualify in the future by working on these things. Pam Cofield is who you should speak with if you are interested in buying now or trying to buy in the future.

Mr. Russell turned to Toni Child, Director Of Facilities, who explained more about the 14-Units Application. These 14 units are in the NC 19-4 Area of Weeks Armstrong on Hunter Street which were torn down. If approved for funding, we will have to re-build these two and three-bedroom units on land located outside of Weeks Armstrong. We are searching for land. Land is so hard to find in Nash and Edgecombe Counties since the flood.

**ADVANCE COMMUNITY MEETING FOR ALL RESIDENTS
MINUTES
AUGUST 11TH, 2003
- PAGE TWO -**

Mr. Russell asked if anyone had any questions or comments regarding what he has discussed so far. Since there were none for him, he turned the remaining of the meeting over to Toni Child to discuss this year's Capital Funds Application.

At the previous residents' meetings, we asked attendees to let us know of any improvements they wanted to see done to their homes. Mostly everyone wanted the same things such as central heating and air-conditioning, new windows, new floors, etc. And, these items are already included in the "Five-Year Plan", so if you do not already have it - you will be getting it in the future. We are unable to do some requested items such as carpeting. This isn't a priority item. However, you are able to put your own carpet down as long as you do not glue it down. Many residents requested playgrounds and basketball courts for the children. We are presently looking into these items. Some items requested such as new stoves and new refrigerators are going to be replaced only as needed, when they can no longer be repaired, or have met their life cycle.

The "2004 Capital Funds Grant" will be presented during the Public Hearing which will be Wednesday, September 24th at City Hall and open to the general public. Then, it will be presented to the Authority's Board Of Commissioners on Tuesday, October 14th at 4:00 P.M.; and submitted to HUD soon after.

After no further discussion or questions or comments, the meeting was adjourned at 6:22 P.M.

*- Teresa W. Rhodes
Modernization/Maintenance Assistant*

Required Attachment: Resident Member of the PHA Governing Board

1. ☒ Yes ☐ No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)
 - A. Name of resident member(s) on the governing board: **Minnie Knight**
 - B. How was the resident board member selected: (select one)?
☐ Elected
☒ Appointed
 - C. The term of appointment is (include the date term expires): **2/20/01- 6/30/04**
2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?
☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
☐ Other (explain):

B. Date of next tenn expiration of a governing board member: **6/30/04**
C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Mayor Frederick Turnage

City of Rocky Mount

P.O. Box 1180

Rocky Mount, NC 27802-1180

Residents' News

"For the betterment of Rocky Mount, The City on the Rise"

A Publication of the Rocky Mount Housing Authority

Voice & TDD (252) 977-3141

Fax (252) 977-6210



nc019e01a

September 2003

PO Box 4717 • Rocky Mount, NC 27803-4717

RMHA Board of Commissioners

Cleve Whitley
Chairman

Russell Jackson
Vice Chairman

Leonard Wiggins
Commissioner

Minnie Knight
Commissioner

Angela Ward
Commissioner

Paul Musgrove
Commissioner

Larry Russell
Executive Director

Connor Vick
Melissa Jones
Editors

Articles published in the RMHA Residents' News do not necessarily represent an endorsement by the Rocky Mount Housing Authority or its Board of Commissioners. We are committed, however, to inform our readers of programs and activities which have a direct or indirect impact on the residents we serve.

Up close and personal

RMHA youth attend Junior Police Academy to learn about police procedures and build relationships with Rocky Mount police officers

On July 28 through August 1, 2003, nine youth from the Rocky Mount Housing Authority (RMHA) attended the Junior Police Academy. Each day began with Basic Training which consisted of a half hour work-out session. Youth also participated in classes for eight hours each day. Classes were held on Criminal Law, the Judicial System, Alcohol, Narcotics, Vice Enforcement, Mounted Patrol Techniques, use of Firearms Training and Core Values.

The objectives of the Junior Police Academy are to prevent public misunderstandings about police functions and to build stronger relationships between youth in all communities and the police department. This program, instructed by police officers and held in a safe and fun environment, helps youth develop positive and solid core values. Through education and awareness, our youth are now well informed and able to influence public opinion on police practices and services.

A graduation

ceremony was held on August 1 in the City Council Chamber. Certificates of Completion were awarded each participant who attended 80% of the Junior Police Academy sessions. Each individual from the RMHA successfully completed the Junior Police Academy program.

Andrea Hendricks, coordinator and youth specialist for the RMHA, states "It has been a very challenging week for all of us. I know this experience has instilled in each and every one of you a sense of loyalty and respect towards law enforcement officers. I want you all to continue to set realistic goals and follow your dreams because only you can make your goals and dreams become a reality."





Is there a future Masters player here? *You just never know!*



Junior golfers participating in the area golf program say "Thanks a Million!" Make that "Two Million" to USGA (United States Golf Association) Steve "Who?", Leilani, Jackie, Mary, David, Judy, Jessica and Michelle for your dedication to our young and upcoming golfers!

Area youth golf teams are made up of youth from Rocky Mount Housing Authority, the Boys & Girls Clubs and Rocky Mount City Parks & Recreation.

Junior Golfers Motto

Count all your strokes, play by the rules, enjoy the good shots, forget the bad shots and have fun!



Planting Seeds for Future Growth "Dreams"

Dreams are more than they seem
Sometimes we don't know what they mean
A dream is not just a dream to me
Read the rest and you will see

Dreams are meant to come true
True to me and true to you
Don't let no one bring you down or
Turn your smile upside down

Like Ashanti says "Dreams are Real"
What you see in your sleep is how you feel
They will come true just wait your time
Always keep your goal in mind.

Written by
Kena Hardy
202 McIntyre Lane

Housing Applications for Public Housing Only

The Housing Authority of the City of Rocky Mount will begin accepting voice message calls to schedule appointments for applications, for persons who are interested and qualify for public housing assistance. No Section 8 appointments will be taken at this time.

**Scheduled Appointments will be made by
Telephone at 252/977-3141 ext 3522 ONLY**

on

September 8th, 15th, 22nd, 29th

Between the hours of 8:30 am and 4:30 pm

Appointments will be made by telephone only.

PLEASE NO WALK-INS.

**Absolutely no walk-ins will be given
appointments.**

Applications will be taken on the scheduled date at the main office located at 1006 Aycock Street, Rocky Mount, NC. On the appointed day you must bring birth certificates and social security cards for everyone that will be on your application, and current income verification. You will also need to bring your marriage certificate, if married. We will not process your application if you do not have these documents. A limited number of applications will be taken.

ROSS Grant Program Update "Road Lessons" are now available

- **Do you need a Driver's License?** First you will need to get a Learner's Permit and be at least 18 years old. Call the ROSS Grant Office (at 977-0675) to schedule an appointment with the Driving Instructor. Also, if you already have a Driver's License and want to learn how to drive a school bus and/or obtain a Commercial Driver's License (CDL), we can provide information that will assist you in achieving this goal.
- **Do you have a child who has enrolled in college?** For those residents who have children enrolled in college, your child (or children) may be eligible for additional financial assistance.
- **Childcare Needs?** For those who have childcare needs, our office is currently doing a survey. It is important that you call and let us know the number of children in your home that need daycare and their ages.
- **Phlebotomy, Medical Tech, CNA I or II?** These classes are not necessarily on a semester system and rotate approximately every 8 weeks. Other courses in the medical field are being offered at Nash Tech and Wilson Community College. There is financial assistance available, please do not hesitate to contact the Program Office for details. *For those who were not able to register for CNA I Classes at ECC in August, your name will remain on the list and be resubmitted for the next available class.*
- **Need basic computer skills?** On-going classes will be scheduled, you do not need a GED to attend this class.
- **GED?** If you need a GED, there are alternative classes that may be more suitable to your schedule. Also, if fifteen (15) RMHA residents sign up, classes can be held in a convenient location.

Please note: If you have received a Section 8 Voucher from Rocky Mount Housing Authority, you may qualify for financial assistance for education and/or job training also.

CORRECTION: In the last newsletter our address was reported as 114 Kennedy Circle. The ROSS Grant Office's location is 113 Kennedy Circle; we welcome a visit from you. We have several free handouts that are available on a variety of topics.

CONGRATULATIONS TO: Virgil Bailey—She has successfully completed the following: CNA II, Medical Technician, & Phlebotomy Classes. She is currently attending EKG Technician Classes at Wilson Tech. Also, Tiffany Jones is our most recent resident to complete CNA I Classes.

Remember our success depends on your participation. If you need to contact the Program Office by mail, our address is ROSS Grant Program—RMHA, PO Box 4717, Rocky Mount, NC 27803. Office Hours are 8:30—5 (Mon.—Fri.), phone number is: 977-0675.

*Ms. Jeanne Wilkerson—Coordinator
Mrs. Andrea Hendricks—Case Manager*

RMHA Police Officer receives promotion

Rocky Mount Housing Authority's Police Officer, **Kevin Bern**, was promoted to Senior Police Officer on Thursday, August 7, 2003 in a ceremony held in the Rocky Mount City Council Chambers at City Hall.

The Rocky Mount Housing Authority staff and residents congratulate Senior Police Officer Kevin Bern on his promotion and thank him for his dedication and commitment to our community.



Pictured left to right: Charles Penny, Rocky Mount assistant city manager, looks on as Rocky Mount Police Chief Bill Hogan promotes Officer Kevin Bern to Senior Police Officer. Officer Bern works at the RMHA.

Everyday Tips

from Melissa

For Natural Mosquito Repellents

Use half vanilla (must be pure vanilla) and half water for a mosquito and tick repellent.

Ant Control

Spread some ground cinnamon where you think the ants are coming into the house.

Is Your Egg Fresh?

To determine if an egg is fresh, immerse it in a pan of cool salted water. If it sinks, it is fresh, but if it rises to the surface, throw it away.

"Resident Workshop"

Self-Sufficiency Workshop
Starting September 8, 2003 at
Weeks Armstrong Homes Community Center
Four 4-hour sessions
Consultant, Donnell G. Wilson Associates

Contact your Housing Manager NOW
Meals will be provided

**Approval of New Utility Allowances for
RMHA Public Housing &
Section 8 Residents**

Public Housing and Section 8 residents, please be
advised, the Rocky Mount Housing Authority
(RMHA) has new utility allowances which are
effective September 1, 2003.

Please see copies at the Management Office.

Housing Authority of the City of Rocky Mount

PO Box 4717
Rocky Mount, NC 27803

Presorted
Standard Rate
Permit #139
Rocky Mount, NC

Stay Informed



Hold on to your resident newsletter and carefully READ ALL of the information. This is one of the many ways in which the Rocky Mount Housing Authority communicates with you. Your newsletter always contains valuable information which affects you, your family and your community. If you have specific questions, you may contact your housing manager or leave a voice mail message. I encourage each of you to STAY INFORMED.

Larry Russell
Executive Director, RMHA

Component 10, (B) Voluntary Conversion Initial Assessments

??

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **All of RMHA regular public housing developments are subject to the initial assessments.**
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **RMHA has a 40 unit "Elderly" Section 8 new construction development that is exempted**
- c. How many Assessments were conducted for the PHA's covered development? Only one assessment was done for all RMHA's developments.
- d. Identify PHA developments that may be appropriated for conversion based on the Required Initial Assessments: **Based on the assessment done by RMHA's, none of its developments are appropriated for conversion.**

Development Name	Number of Units
N/A	

- d. The PHA has not completed the Required Initial Assessments, describe the status of these assessments: **The assessment has been completed. No other action required.**

ATTACHMENT J

**ROCKY MOUNT HOUSING AUTHORITY
VOLUNTARY CONVERSION INITIAL ASSESSMENT
SEPTEMBER 27, 2001**

**Prepared by:
Larry Russell
RMHA Executive Director**

The Rocky Mount Housing Authority's (RMHA) response to U.S. Department of Housing and Urban Development's (HUD) June 22, 2001 Final Rule (Federal Register 66 FR 4476) on "Voluntary Conversion" is as follows:

Addressing Each Test Question -

- **Test Question (a.) - How many of the Public Housing Authorities (PHA's) developments are subject to the required initial assessments?**

Response - All of RMHA regular public housing developments are subject to the initial assessments.

- **Test Question (b.) - How many of the PHA's developments are not subject to the required initial assessments based on exemptions (e.g., elderly and/or disabled developments on general occupancy projects?**

Response - RMHA has a 40 unit "Elderly" Section 8 new construction development that is exempted.

- **Test Question (c.) - How many assessments were conducted for the PHAs covered developments?**

Response - Only one assessment was done for all RMHA's developments. (See attached assessment)

- **Test Statement (d.) - Identify PHA developments that maybe appropriate for conversion based on the required initial assessments?**

Response - Based on the assessment done by RMHA, none of its developments are appropriate for conversion.

- **Test Statement (e.) - If the PHA has not completed the required initial assessments, describe the status of these assessments.**

Response - The assessment has been completed. No other action required.

**ROCKY MOUNT HOUSING AUTHORITY
VOLUNTARY CONVERSION INITIAL ASSESSMENT
SEPTEMBER 27, 2001**

Rocky Mount Housing Authority (RMHA) initial voluntary conversion assessment was done by comparing RMHA; Flat Rents to RMHA current HUD approved Section 8 choice voucher payment standards.

RMHA approved flat rents in 1999 that was based on cost to operate its developments using only Flat Rents. The Flat Rents are:

- one bedroom - \$300.00
- two bedrooms - \$330.00
- three bedrooms - \$363.00
- four bedrooms - \$399.00
- Five bedrooms - \$439.00

RMHA's current Section 8 housing choice payment standards are:

- zero bedroom \$367.00
- one bedroom \$397.00
- two bedroom \$482.00
- three bedroom \$639.00
- four bedroom \$705.00
- five bedroom \$811.00

By conducting the stated comparison, it is concluded:

1. Conversion will be more expensive; and
2. Conversion will not principally benefit Residents; and
3. Conversion would adversely affect the availability of affordable housing in the community.

**CERTIFICATION OF VOLUNTARY CONVERSION
OF
PUBLIC HOUSING DEVELOPMENTS**

On June 22, 2001, the Department of Housing and Urban Development (HUD) issued a Final Rule amending chapter IX of title 24 of the Code of Federal Regulations by adding part 972. This new part 972 implements section 533 of the Quality Housing and Work Responsibility Act of 1998 which requires every public housing authority to conduct and submit to HUD an initial assessment to determine if statutory objectives would be satisfied by converting certain developments or parts of developments to tenant-based assistance.

Acting of behalf of the City of Rocky Mount Housing Authority (PHA)
as its Authorized Official, I make the following certifications and assurances to
HUD regarding:

Project No. NC19P019004

Project Name: Weeks-Armstrong Homes

Project Address: P.O. Box 4717, Rocky Mount, North Carolina, 27803

I hereby certify that the development named above:

- Is not subject to required conversion under 24 CFR part 971;
- Is the subject of an application for demolition or disposition that has been approved by HUD, or submitted to HUD and awaiting determination;
- Is not a HOPE VI revitalization site; and
- Is not applied for and received HUD designation for occupancy only by the elderly and/or persons with disabilities under 24 CFR part 945.

I further certify that I have:

- Reviewed the development's operation as public housing;
- Considered the implications of converting the development to tenant-based assistance; and
- Concluded that the conversion of the development may be;

- * Inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion described below.

Necessary conditions for voluntary conversion:

- Conversion to tenant-based assistance would not be more expensive than continuing to operate the development (or portion of it) as public housing;
- Conversion to tenant-based assistance would principally benefit the residents of the public housing development to be converted and the community; and
- Conversion to tenant-based assistance would not adversely affect the availability of affordable housing in the community.

Signed by:

Signature: _____

Larry Russell, Executive Director

Date: _____

9-25-01

**CERTIFICATION OF VOLUNTARY CONVERSION
OF
PUBLIC HOUSING DEVELOPMENTS**

On June 22, 2001, the Department of Housing and Urban Development (HUD) issued a Final Rule amending chapter IX of title 24 of the Code of Federal Regulations by adding part 972. This new part 972 implements section 533 of the Quality Housing and Work Responsibility Act of 1998 which requires every public housing authority to conduct and submit to HUD an initial assessment to determine if statutory objectives would be satisfied by converting certain developments or parts of developments to tenant-based assistance.

Acting of behalf of the City of Rocky Mount Housing Authority (PHA)
as its Authorized Official, I make the following certifications and assurances to HUD regarding:

Project No. NC19P019002

Project Name: Weeks-Armstrong Homes

Project Address: P.O. Box 4717, Rocky Mount, North Carolina, 27803

I hereby certify that the development named above:

- Is not subject to required conversion under 24 CFR part 971;
- Is the subject of an application for demolition or disposition that has been approved by HUD, or submitted to HUD and awaiting determination;
- Is not a HOPE VI revitalization site; and
- Is not applied for and received HUD designation for occupancy only by the elderly and/or persons with disabilities under 24 CFR part 945.

I further certify that I have:

- Reviewed the development's operation as public housing;
- Considered the implications of converting the development to tenant-based assistance; and
- Concluded that the conversion of the development may be;

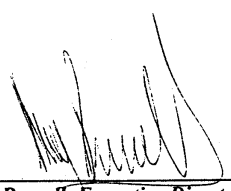
* Inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion described below.

Necessary conditions for voluntary conversion:

- Conversion to tenant-based assistance would not be more expensive than continuing to operate the development (or portion of it) as public housing;
- Conversion to tenant-based assistance would principally benefit the residents of the public housing development to be converted and the community; and
- Conversion to tenant-based assistance would not adversely affect the availability of affordable housing in the community.

Signed by:

Signature: _____


Larry Russell, Executive Director

Date: _____

9-25-01

**CERTIFICATION OF VOLUNTARY CONVERSION
OF
PUBLIC HOUSING DEVELOPMENTS**

On June 22, 2001, the Department of Housing and Urban Development (HUD) issued a Final Rule amending chapter IX of title 24 of the Code of Federal Regulations by adding part 972. This new part 972 implements section 533 of the Quality Housing and Work Responsibility Act of 1998 which requires every public housing authority to conduct and submit to HUD an initial assessment to determine if statutory objectives would be satisfied by converting certain developments or parts of developments to tenant-based assistance.

Acting of behalf of the City of Rocky Mount Housing Authority (PHA)
as its Authorized Official, I make the following certifications and assurances to
HUD regarding:

Project No. NC19P019001

Project Name: West-End Terrace

Project Address: P.O. Box 4717, Rocky Mount, North Carolina, 27803

I hereby certify that the development named above:

- Is not subject to required conversion under 24 CFR part 971;
- Is not the subject of an application for demolition or disposition that has been approved by HUD, or submitted to HUD and awaiting determination;
- Is not a HOPE VI revitalization site; and
- Is not applied for and received HUD designation for occupancy only by the elderly and/or persons with disabilities under 24 CFR part 945.

I further certify that I have:

- Reviewed the development's operation as public housing;
- Considered the implications of converting the development to tenant-based assistance; and
- Concluded that the conversion of the development may be;

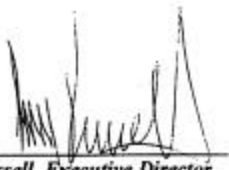
* Inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion described below.

Necessary conditions for voluntary conversion:

- Conversion to tenant-based assistance would not be more expensive than continuing to operate the development (or portion of it) as public housing;
- Conversion to tenant-based assistance would principally benefit the residents of the public housing development to be converted and the community; and
- Conversion to tenant-based assistance would not adversely affect the availability of affordable housing in the community.

Signed by:

Signature:


Larry Russell, Executive Director

Date:

9-25-01

**CERTIFICATION OF VOLUNTARY CONVERSION
OF
PUBLIC HOUSING DEVELOPMENTS**

On June 22, 2001, the Department of Housing and Urban Development (HUD) issued a Final Rule amending chapter IX of title 24 of the Code of Federal Regulations by adding part 972. This new part 972 implements section 533 of the Quality Housing and Work Responsibility Act of 1998 which requires every public housing authority to conduct and submit to HUD an initial assessment to determine if statutory objectives would be satisfied by converting certain developments or parts of developments to tenant-based assistance.

Acting of behalf of the City of Rocky Mount Housing Authority (PHA)
as its Authorized Official, I make the following certifications and assurances to
HUD regarding:

Project No. NC19P019009

Project Name: McIntyre Acres

Project Address: P.O. Box 4717, Rocky Mount, North Carolina, 27803

I hereby certify that the development named above:

- Is not subject to required conversion under 24 CFR part 971;
- Is not the subject of an application for demolition or disposition that has been approved by HUD, or submitted to HUD and awaiting determination;
- Is not a HOPE VI revitalization site; and
- Is not applied for and received HUD designation for occupancy only by the elderly and/or persons with disabilities under 24 CFR part 945.

I further certify that I have:

- Reviewed the development's operation as public housing;
- Considered the implications of converting the development to tenant-based assistance; and
- Concluded that the conversion of the development may be;

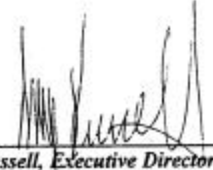
* Inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion described below.

Necessary conditions for voluntary conversion:

- Conversion to tenant-based assistance would not be more expensive than continuing to operate the development (or portion of it) as public housing;
- Conversion to tenant-based assistance would principally benefit the residents of the public housing development to be converted and the community; and
- Conversion to tenant-based assistance would not adversely affect the availability of affordable housing in the community.

Signed by:

Signature:


Larry Russell, Executive Director

Date:

9-25-01

**CERTIFICATION OF VOLUNTARY CONVERSION
OF
PUBLIC HOUSING DEVELOPMENTS**

On June 22, 2001, the Department of Housing and Urban Development (HUD) issued a Final Rule amending chapter IX of title 24 of the Code of Federal Regulations by adding part 972. This new part 972 implements section 533 of the Quality Housing and Work Responsibility Act of 1998 which requires every public housing authority to conduct and submit to HUD an initial assessment to determine if statutory objectives would be satisfied by converting certain developments or parts of developments to tenant-based assistance.

Acting on behalf of the City of Rocky Mount Housing Authority (PHA)
as its Authorized Official, I make the following certifications and assurances to
HUD regarding:

Project No. NC19P019003

Project Name: West-End Terrace

Project Address: P.O. Box 4717, Rocky Mount, North Carolina, 27803

I hereby certify that the development named above:

- Is not subject to required conversion under 24 CFR part 971;
- Is not the subject of an application for demolition or disposition that has been approved by HUD, or submitted to HUD and awaiting determination;
- Is not a HOPE VI revitalization site; and
- Is not applied for and received HUD designation for occupancy only by the elderly and/or persons with disabilities under 24 CFR part 945.

I further certify that I have:

- Reviewed the development's operation as public housing;
- Considered the implications of converting the development to tenant-based assistance; and
- Concluded that the conversion of the development may be;

* Inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion described below.

Necessary conditions for voluntary conversion:

- Conversion to tenant-based assistance would not be more expensive than continuing to operate the development (or portion of it) as public housing;
- Conversion to tenant-based assistance would principally benefit the residents of the public housing development to be converted and the community; and
- Conversion to tenant-based assistance would not adversely affect the availability of affordable housing in the community.

Signed by:

Signature: _____


Larry Russell, Executive Director

Date: _____

9-25-07

**CERTIFICATION OF VOLUNTARY CONVERSION
OF
PUBLIC HOUSING DEVELOPMENTS**

On June 22, 2001, the Department of Housing and Urban Development (HUD) issued a Final Rule amending chapter IX of title 24 of the Code of Federal Regulations by adding part 972. This new part 972 implements section 533 of the Quality Housing and Work Responsibility Act of 1998 which requires every public housing authority to conduct and submit to HUD an initial assessment to determine if statutory objectives would be satisfied by converting certain developments or parts of developments to tenant-based assistance.

Acting of behalf of the City of Rocky Mount Housing Authority (PHA)
as its Authorized Official, I make the following certifications and assurances to
HUD regarding:

Project No. NC19P019005

Project Name: Scattered Sites

Project Address: P.O. Box 4717, Rocky Mount, North Carolina, 27803

I hereby certify that the development named above:

- Is not subject to required conversion under 24 CFR part 971;
- Is not the subject of an application for demolition or disposition that has been approved by HUD, or submitted to HUD and awaiting determination;
- Is not a HOPE VI revitalization site; and
- Is not applied for and received HUD designation for occupancy only by the elderly and/or persons with disabilities under 24 CFR part 945.

I further certify that I have:

- Reviewed the development's operation as public housing;
- Considered the implications of converting the development to tenant-based assistance; and
- Concluded that the conversion of the development may be;

* Inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion described below.

Necessary conditions for voluntary conversion:

- Conversion to tenant-based assistance would not be more expensive than continuing to operate the development (or portion of it) as public housing;
- Conversion to tenant-based assistance would principally benefit the residents of the public housing development to be converted and the community; and
- Conversion to tenant-based assistance would not adversely affect the availability of affordable housing in the community.

Signed by:

Signature: _____

Larry Russell, Executive Director

Date: _____

9-25-01

HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT

CONVENTIONAL/PUBLIC HOUSING

5-YEAR GOALS AND OBJECTIVES FISCAL YEARS 2004-2008

AND

ANNUAL PLAN FOR FISCAL YEAR 2004

**THE OVERALL PLAN FOR THE CONVENTIONAL/PUBLIC
HOUSING IS DESIGNED TO ACHIEVE FIVE MAJOR GOALS:**

- 1. To maintain maximum operational effectiveness.**
- 2. To provide decent, safe, and sanitary housing for eligible participants**
- 3. To increase the level of public awareness of the need for affordable housing.**
- 4. To promote self-sufficiency among residents through education and employment.**
- 5. To complete the relocation of all Families in accordance with RMHA's Flood Recovery Plan.**

THE OVERALL OBJECTIVES FOR THE CONVENTIONAL/PUBLIC HOUSING PROGRAM ARE AS FOLLOWS:

- **Ensure proper tracking and compliance with the PHAS certification and strive to obtain highest possible score.**
- **Continue to work at maintaining Monthly TARS 5% or less.**
- **Ensure Housekeeping Inspection are done on an monthly/annually schedule by Housing Managers. A copy of the inspection is given to residents and a copy will be filed in the residents file.**
- **Ensure Housing Managers or Assistant Housing Managers are doing follow-up housekeeping inspections when a resident fails the inspection due to poor housekeeping habits.**
- **Continue having housekeeping classes taught for residents that have reported poor housekeeping habits. Housing Managers will identify those residents that are required to attend and identify person or Agency to teach the classes.**
- **Ensure Dwelling Lease is enforced according to the violations by the residents.**
- **Review the ACOP policies and Reports to ensure compliance with HUD and revise as needed.**
- **Ensure the Housing Managers continue monitoring curb appeal in all communities.**
- **Ensure a reexamination is completed for each family annually (on or before 12 months from the last reexamination) and review for correctness in calculating the families share of the rent.**
- **Provide Preferences for occupancy based on local housing needs and priorities.**

- *Strive to maintain maximum occupancy rates. Each fiscal year we will select a minimum of 40% of Public/Conv. Housing New Admissions for families whose incomes do not exceed 30% of the area median income (unless a freeze is in place on all new admissions due to mass relocations of a community).*
- *Provide deconcentration and income mixing by striving to bring higher income tenants into lower income projects and lower income tenants into higher income projects. Incentives are permitted to achieve income mixing and deconcentration if HA chooses.*
- *We will provide information to residents concerning HUD changes which will affect them, by way of monthly Newsletters, Residents' Council Meetings and posting in both Business Offices.*
- *We will continue to meet with residents (when invited or requested to attend) at monthly Resident Council Meetings to hear and if possible address their concerns for their community.*
- *We will continue to provide residents with information on how to conserve energy and strive to provide residents with fair utility allowances based on the area average cost for utilities.*
- *We will ensure that Public Housing and Section 8 applications are updated and pulled in order as stated in the ACOP and Section 8 Administrative Plan.*
- *Continue to conduct in-house training for Managers and Occupancy Specialist.*
- *Continue to attend workshops in reference to HUD regulations and changes. Workshops will be attended as approved by the RMHA Executive Director and as supported by the annual budget.*
- *We will conduct our daily business with respect and compassion for our clients in a manner that will promote fair and equal opportunity in housing for all people.*

HOUSING AUTHORITY OF THE CITY OF ROCKY MOUNT

SECTION 8 PROGRAM

5-YEAR GOALS AND OBJECTIVES FISCAL YEARS 2004 - 2008

AND

ANNUAL PLAN FOR FISCAL YEAR 2004

**THE OVERALL PLAN FOR THE SECTION 8 PROGRAM IS
DESIGNED TO ACHIEVE FOUR MAJOR GOALS:**

- 1. To provide improved living conditions for extremely low, very low, and low income families while maintaining their rent payments at an affordable level.**
- 2. To promote freedom of housing choice and spatial deconcentration of lower income and minority families.**
- 3. To provide decent, safe, and sanitary housing for eligible participants.**
- 4. To provide an incentive to private property owners to rent to lower income families by offering timely housing assistance payments.**

**THE OVERALL OBJECTIVES FOR THE SECTION 8 PROGRAM
ARE AS FOLLOWS:**

- **We will administer the Section 8 Program in accordance with the RMHA's Section 8 Administrative Plan.**
- **We will revise the Section 8 Administrative Plan, as needed, to insure compliance with the Department of Housing and Urban Development (HUD) regulations and requirements. The Administrative Plan will be reviewed annually in August for needed revisions. When revisions are made we will submit the revised Administrative Plan to the RMHA Board of Commissioner's for approval and adoption in October of each year.**
- **We will select families from the waiting list for admission in accordance with the RMHA's policies and order of selection criteria as specified in the Administrative Plan. Each fiscal year we will select a minimum of 75% (percent) of Section 8 new admissions for families whose incomes do not exceed 30% (percent) of the area median income. We will track this by pulling applicants from the waiting list within the income target mix to insure compliance. A report will be generated each month (or as needed) showing applicants pulled from the waiting list, their income, date applicant offered rental assistance, applicant's response and date of lease-up.**
- **We will assist families with income below 30% of area median (defined as extremely low income), as our highest priority. We will use the Income Limits published annually by HUD.**
- **We will insure that established local preferences serve the needs of the majority of low income families in our jurisdiction. We have established for our local preferences the repealed federal preferences, all with equal weight. We feel that this serves the needs of a large majority of our extremely-low income families, therefore satisfying our mandatory income targeting of new admissions.**
- **We will utilize the Request for Tenancy Approval (RFTA) to determine reasonable rent to document rent to owners in the Rental Voucher Program are reasonable based on current rents for comparable unassisted units at the time of initial leases, before increases in rent to owners, and at the HAP contract anniversary if there is a 5% decrease in the published FMR for all families.**

- **We will insure that third party verification is used to verify reported family income, or document as to why third party was not used. All third party verification or documentation will be placed in the resident files.**
- **We will use verified information to determine adjusted income , use allowable allowances, and where applicable will use appropriate utility allowances for the unit, to determine the correct gross rent for all families. All rent calculation and 50058 information will be placed in the residents file.**
- **We will review Utility Allowances, at least once each fiscal year, and adjust if there has been a change of 10% or more in a utility rate since the last revision. Review will be done annually in July and revised if necessary. The Utility Allowance Schedule will be presented to the RMHA Board of Commissioners for approval and adoption in August of each year for a September effective date.**
- **We will insure units of good quality by inspecting all Section 8 units, at least once annually, for compliance with Housing Quality Standard (HQS) compliance and within no more than thirty (30) calendar days check to make sure all deficiencies were corrected. All initial inspections will be done within the HUD mandated fifteen (15) day's inspection deadline. The fifteen (15) day clock begins after the family submits a Request for Tenancy Approval (RFTA) which is treated as a request for inspection. The RFTA, the initial inspection, and all other inspections will be placed in the residents file.**
- **We will insure that life-threatening HQS deficiencies be corrected within 24 hours from the date of inspection.**
- **We will stop housing assistance payments if all HQS deficiencies are not corrected within the RMHA's specified time, to insure that owners and residents maintain units.**
- **We will insure HQS enforcement by having the Senior Section 8 Housing Specialist (or other qualified person), performs quality control checks each fiscal year, of at least a sample of 5% of the units that represents a cross section of neighborhoods. A HQS Quality Control Check file will be maintained with a sampling of 5% of the units, or documentation if the Senior Section 8 Housing Specialist was present at the initial, annual, and/or special inspection of the unit.**
- **We will adopt Payment Standards, by unit size, for the Rental Voucher Program at 110% of the fiscal years Fair Market Rents (FMR's), to insure families will be able to locate housing in areas outside areas of poverty. Payment Standards will be revised annually when HUD publishes the new FMR's and presented to the RMHA Board of Commissioners for approval and adoption.**

- **We will Complete reexaminations for each family at least every 12 months and insure correctness in calculating the family's share of the rent to owner. All recertification and 50058 information will be placed in the residents file. All rental calculations are transmitted electronically to PIC per HUD requirements.**
- **We will assist the maximum number of eligible families allowed under budget each fiscal year. The Housing Assistance Payment (HAP) Utilization Report is generated by the Finance Department on a monthly bases.**
- **We will aggressively pursue funds to support additional vouchers and increase our Section 8 budget authority to assist more families. When HUD publishes Notification of Funds Available (NOFA's) annually, we may complete an application for funds that would serve our Agencies needs.**
- **We will work to encourage participation by owners of affordable quality units outside areas of poverty or minority concentration by referring families to the owners and send updated information on the rental voucher program to area owners/agents upon request and as needed.**
- **We will provide families with an information packet at voucher briefings that include a list of owners who are willing to lease units that include properties located outside areas of concentration. The owner list is updated as needed and available to the public and all participants upon request.**
- **We will provide families with an information packet at voucher briefings that include information about portability. Our briefing packet is updated as needed.**
- **We will insure proper tracking and compliance with the Section 8 Management Assessment Program (SEMAP) certification and strive to obtain highest score over the 5-years. The following reports are generated on a monthly bases by the Section 8 and Finance Department: Housing Assistance Payment (HAP) Pre-list, HAP Accounts Payable Report, Generate Rent, Electric, Gas and Oil Invoices, Expense Distribution Report, Check Edit List, and HAP Utilization Report and serve as a good tool for tracking SEMAP compliance. The resident files, Lindsey Software, and PIC (MTCS) submissions are also used for tracking SEMAP compliance.**
- **We will strive to maintain FSS partnership to insure our FSS participants have access to all support services needed to assist them in becoming self-sufficient. FSS Partnership is renegotiated in April and renewed in May annually.**

-
- ***We will strive to enrich the quality of life for our M. S. Hayworth Apartment Complex (Section 8 New Construction for the Elderly and/or Disabled) residents, by promoting activities such as Birthday luncheons, Christmas Party's, social outings, community meetings, and resident surveys.***
 - ***We will strive to maintain units of high quality at our M. S. Hayworth Apartment Complex (Section 8 New Construction for the Elderly and/or Disabled) by addressing physical and management needs as they occur to ensure the complex is comparable with the private rental market. All budgeted expenditures are submitted to the trustees and the RMHA Board of Commissioners for approval annually in the Annual Operating Budget.***
 - ***We will strive to maintain maximum occupancy at our M. S. Hayworth Apartment Complex (Section 8 New Construction for the Elderly and/or Disabled), by maintaining units of high quality that are comparable with the private rental market. All budgeted expenditures are submitted to the trustees and the RMHA Board of Commissioners for approval annually in the Annual Operating Budget.***
 - ***We will attend continuing education workshops to stay abreast of HUD regulations and program compliance. Workshops will be attended as approved by the RMHA Executive Director and as supported by the annual budget.***
 - ***We will conduct our daily business with respect and compassion for our clients in a manner that will promote fair and equal opportunity in housing for all people.***



EXECUTIVE DIRECTOR
LARRY RUSSELL

WEST END TERRACE
1006 Aycock Street
Rocky Mount, N.C. 27803

WEEKS-ARMSTRONG
116 Pinehurst Drive
Rocky Mount, N.C. 27801

HOUSING AUTHORITY

OF THE CITY OF

ROCKY MOUNT, NORTH CAROLINA

27803-0717
POST OFFICE BOX 4717
TELEPHONE (252) 977-3141
Voice & TDD
FAX (252) 977-6210

8 pages

BOARD OF COMMISSIONERS

CLEVE WHATLEY, Chairperson
BETTY PAYNE, Vice Chairperson
ROBERT BREWER
RUSSELL JACKSON
LEONARD WIGGINS
MINNIE KNIGHT

December 10, 2002

POSTING OF PET POLICY FOR M.S. HAYWORTH

- 1) **POST – REQUIRED 30 DAYS POSTING BEFORE ADOPTED BY THE BOARD IN FEBRUARY OF 2003.**
- 2) **INCLUDES – REQUIREMENT REFERENCE PET SECURITY DEPOSITS AND HOW THEY ARE TO BE PAID.**
- 3) **INCLUDES ALL ADOPTED AMENDMENTS IN POLICY.**

nc019h01



For the Government of Rocky Mount,
The City on the Rise.

EXECUTIVE DIRECTOR
LARRY RUSSELL

WEST END TERRACE
1006 Aycock Street
Rocky Mount, N.C. 27803

WEEKS-ARMSTRONG
116 Pinehurst Drive
Rocky Mount, N.C. 27801

HOUSING AUTHORITY

OF THE CITY OF

ROCKY MOUNT, NORTH CAROLINA

27803-0717
POST OFFICE BOX 4717
TELEPHONE (252) 977-3141
Voice & TDD
FAX (252) 977-6210

BOARD OF COMMISSIONERS

CLEVE WHATLEY, Chairperson
BETTY PAYNE, Vice Chairperson
ROBERT BREWER
RUSSELL JACKSON
LEONARD WIGGINS
MINNIE KNIGHT

PET POLICY

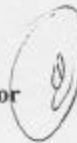
POSTING

To: M.S. Hayworth Residents

From: Larry Russell, Executive Director

Date: December 11, 2002

Subject: Pet Policy



Attached is a proposed Pet Policy Rocky Mount Housing Authority (RMHA) plans to adopt at the February 11, 2003 Board of Commissioners Meeting. You have thirty (30) days from the date of this posting to submit comments to RMHA concerning the subject Policy. RMHA will consider your comments before final approval of the subject policy. You may submit your comments in writing to:

Bonita Allen-Watson
RMHA
P.O. Box 4717
Rocky Mount, NC 27803

M.S. HAYWORTH PET POLICY

Except as otherwise specifically authorized under this pet policy, this Authority will not prohibit any Resident of its elderly or disabled housing projects from owning common household pets or having such pets living in the Resident's dwelling unit or

Restrict or discriminate against any person in connection with admission to, or the continued occupancy of such housing by reason of the person's ownership of common household pets or the presence of such person's dwelling unit.

1. DEFINITIONS

- A. Common Household pet means a domesticated animal, such as a dog, cat, bird, or rodent (including a rabbit), fish or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes. Common household pet does not include reptiles (except turtles). If this definition conflicts with any applicable State or Local Laws or regulations defining the pets that may be owned or kept in dwelling accommodations, the state or local law or regulation shall apply. This definition shall not include animals that are used to assist the disabled. The pet should not exceed 20lbs.
- B. Elderly or Disabled Family means a family who is elderly or disabled as defined in Authority's Admissions and Continued Occupancy Policies.
- C. Projects for the Elderly or Disabled means any project assisted under the United States Housing act of 1937 (other than Section 8 or 17 of the Act), including any building within a mixed use project that was designated for occupancy by the elderly or disabled at its inception or, although not so designated, for which the Authority gives preference in Resident selection (with HUD approval) for all units in the project (or for a building in a mixed use (project) to elderly or disabled families).
- D. Authority means the Rocky Mount Housing Authority.

2. RULES GOVERNING THE KEEPING OF PETS

- A. Inoculations – The pet owner will have the pet inoculated in accordance with the State and local laws. Proof of these inoculations will be furnished to the Authority upon request and no less than annually.
- B. Sanitary Standards – The pet owner shall exercise due care to keep the apartment and common areas sanitary condition. All removal pet wastes shall be removed from the grounds immediately upon deposit by the pet and properly disposed of. All cages, aquariums, litter boxes, etc. will be cleaned on a regular basis and as often as necessary to prevent unsanitary conditions and odors.

- C. Pet Restraints – All cats and dogs shall be appropriately and effectively restrained and under control of a responsible individual, who is capable of controlling such animal, while on the common areas of the project. No pets will be allowed to run loose upon the grounds.
- D. Any pet known to bite or attack will not be permitted on RMHA property. (Pitt Bull dog, Rotweiler, Doberman Pincher, Bull Dog, or any similar dog is not allowed).
- E. Except while the pet is being exercised, the pet is to be kept within the confines of the apartment.
- F. The apartment cannot be altered to accommodate, or provide an enclosure for the pet. Fences cannot be erected on the project grounds.
- G. Registration – Pet owners are required to apply for and receive a pet permit before the pet is brought on to the project. This permit is to be renewed annually and, if possible, will be renewed during the annual recertification of the Resident's income and family composition. This registration will include:
 - (a) A certificate signed by a licensed veterinarian or a state or local authority empowered to inoculate animals (or designated agent of such an authority) stating that the pet has received all inoculations required by applicable State or local laws.
 - (b) Information sufficient to identify the pet and to demonstrate that it is a common household pet, and:
 - (c) The name, address, and phone number of one or more responsible parties who will care for the pet if the pet owner dies, is incapacitated, or otherwise unable to care for the pet.
 - (d) The pet owner shall sign an addendum to the lease agreement, incorporating this pet policy into said lease. That lease addendum shall contain the provision that the pet owner agrees to comply with this pet policy and that violation of the pet policy shall be grounds for removal of the pet or termination of the pet owner's tenancy (or both), in accordance with the provisions of the lease, State and local laws.
 - (e) The authority may refuse to register a pet if the pet is not a common household pet, if the keeping of the pet would violate any applicable house pet rule, if the pet owner fails to provide complete pet registration information or fails to annually update the pet registration, or if the authority reasonably determines, based on the owner's habits and practices that the owner will be unable to keep the pet in compliance with pet rules and other lease obligations. The authority may not refuse to register a pet based on determination that the pet owner is financially unable to care for the pet or that the pet is inappropriate, based on the therapeutic value to the pet owner or the interest of the property or existing tenants. The pet owner will be notified if the authority refuses to register a pet. The notice shall state the Authority's other Lease provisions. This notice of refusal may be combined with a notice of Lease violation. The pet owner shall have

the right to a grievance hearing, as stated in the Authority's Lease and Grievance Procedures.

- H. Number of pets – The number of four – legged warm-blooded animals shall be limited to one (1) pet in dwelling unit. Bird, fish, and turtles shall be limited to the number that can be reasonably kept in one (1) standard cage or aquarium designed for that purpose.

- I. Financial Obligations:

- (a) If the pet is a cat or dog, the pet owner will be required to pay pet deposit of the equivalent of one (1) month's rent or two hundred dollars (\$200.00) whichever is greater. The pet owner may gradually accumulate this pet deposit by paying the Authority no less than a fifty dollars (\$50.00) deposit and pay ten dollars (\$10.00) per month until the deposit is paid in full. The pet deposit is payable immediately upon approval of the pet permit. This deposit is in addition to the security deposit required by other conditions of the lease. The pet deposit shall be used to pay only reasonable expenses directly attributable to the presence of the pet in the project, including (but not limited to) the cost of repairs and replacement to, and fumigation, of the Resident's dwelling unit. The Authority will refund that unused portion of the pet deposit to the resident within a reasonable time after the resident moves from the project or no longer keeps a pet in the dwelling unit. The pet deposit shall not be used to pay expenses while the pet owner is in possession of a pet.
 - (b) A pet waste removal charge of ten dollars (\$10.00) per occurrence may be assessed a pet owner that fails to remove pet wastes in accordance with the pet rules.
 - (c) Fumigations and pest control measures taken by the Authority directly attributable to the keeping of a pet in the apartment shall be charged to the pet owner, if said pet owner fails to control fleas and other common pests associated with keeping of animals in the apartment. Costs of the same will be billed to the Resident in the amount that it costs the Authority to employ a professional firm for this purpose.
- J. Standards for Pet Care
- (a) No pet shall be left alone for any unreasonable length of time. If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, the Authority may contact the responsible party or parties listed in the pet registration required under this pet policy. If the responsible party or parties are

unwilling or unable to care for the pet, or the Authority despite reasonable efforts has been unable to contact a responsible party or parties, the Authority may contact the appropriate State or local authority (or designated agent of such an authority) and request the removal of the pet. If there is no such State or local authority (or designated agent of such an authority) authorized to remove the pet under these circumstances the authority may enter the pet owner's unit, remove that pet and place that pet in a facility that will provide care and shelter until the pet owner or a representative of the pet owner is able to assume responsibility for the pet, but no longer than thirty (30) days. The cost of the animal care facility provided under this section shall be borne by the pet owner. If the pet owner (or the pet owner's estate) is unable or unwilling to pay, the cost of the animal care facility may be paid from the pet deposit.

- (b) Pet shall not be allowed to disturb other tenants in the quiet enjoyment of their homes. Pet owners will take adequate precautions to prevent a pet from disturbing other tenants; i.e. barking, howling, loud meowing, scratching, biting, etc.
- (c) Pet owners will be required to take effective flea and other pest control measures with respect to the pet surroundings. Failure to do so will result in termination of the pet permit and the Authority taking pet control measures at the owner's expense.

- 3. It is not permissible to keep pets on the premises that are not owned by the resident and that are staying on the premises on a temporary basis. Pets are to be kept "temporarily" if they are to be kept in the resident's dwelling accommodations for a period of less than fourteen (14) consecutive days and nights.

This Authority, however, does encourage the use of a visiting pet program sponsored by a humane society or other nonprofit organization.

- 4. This pet policy does not apply to animals that are assisting the disabled. This exclusion applies to animals that reside in the projects for the elderly and disabled, as well as to animals that visit these projects. This authority will not apply or enforce any pet rules developed under this pet policy against individuals with animals that are used to assist the disabled.

Nothing in this pet policy:

- (1) Limits or impairs the rights of disabled individuals.

- (2) Authorizes the Authority to limit or impair the rights of the disabled Individuals, or
 - (3) Affects any authority that may have to regulate animals that assist the disabled, under Federal, State or local law.
5. If there is an applicable State or local law or regulation governing the keeping of pets, the pet rules prescribed under this pet policy shall not conflict with such law or regulation. If such a conflict may exist, the State or local law or regulation shall apply.
- Failure of this pet policy to address any State or local law or regulation does not relieve the pet owner from complying with the applicable State or local law.
6. Nothing in this pet policy prohibits the Authority, or an appropriate community authority, from requiring the removal of any pet from a project, if the pet's conduct is duly determined to constitute, under the provisions of State or local law, a nuisance or a threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

RMHA PET POLICY DOCUMENTATION FORM

PART I

Resident's Name _____ Date _____

Resident's Address _____ Unit/Project No. _____

Type of Pet _____ Size of Pet _____

Approved by _____
RMHA Representative

PART II

Veterinarian _____

Address _____

Certificate of Inoculation _____

Date of Inoculation _____

Liability Coverage:

Name of Insurance Company _____

Date of Policy _____

Date of approved by RMHA _____

Date disapproved by RMHA _____

Comments _____

RMHA Representative _____

Date _____

(nc019i01)

Neighborhood Appearance
Follow up Plan for FY 2004

NC019 – ROCKY MOUNT HOUSING AUTHORITY

Questions

1. How satisfied are you with the upkeep of the following areas in your development; exterior of buildings?

Response: We have a Five (5) Year Capitol Improvement Program that address buildings that are being demolished within the next twelve months and will be replace with new buildings.

2. How satisfied are you with the upkeep of the following areas in your development: parking areas?

Response: We are in the process of providing new parking areas in developments being demolished, in particularly the Weeks Armstrong Homes Community.

3. How satisfied are you with the upkeep of the following areas in your development: recreation areas (for example: playgrounds and other outside facilities)?

Response: We continuously meet with the Resident Advisory Board to discuss recreation areas. Currently there is only one development that we will install recreation equipment in 2004.

4. How often, if at all, are any of the following a problem in your development: abandoned cars?

Response: Housing Management staff performs site visits daily. We have a specific procedure on removing abandon cars and will continue to do so accordingly.

5. How often, if at all, are any of the following a problem in your development: broken glass?
Response: Maintenance staff police the communities daily. We will continue to do so to remove any broken glass.
6. How often, if at all, are any of the following a problem in your development: graffiti?
Response: Maintenance staff police the communities daily. We will continue to do so to remove any and all graffiti.
7. How often, if at all, are any of the following a problem in your development: noise?
Response: We have major construction work ongoing. The contractors are to perform their work between 7:00 a.m. – 7:00 p.m. so noise will not disturb residents.
8. How often, if at all, are any of the following a problem in your development: rodents and insects (indoors)?
Response: All units are service under an exterminating contract and serviced a minimum of six times per year. In addition, special problems are addressed within twenty-four (24) hours.
9. How often, if at all, are any of the following a problem in your development: trash/litter?
Response: Residents participates in our beautification program and maintenance staff police the communities daily.
10. How often, if at all, are any of the following a problem in your development: vacant units?
Response: We have a significant number of units vacant due to the 1999 flood. Demolition and construction work is ongoing to put the flooded units back online. All other vacancies are turned in a timely manner.

**Standard PHA Plan
PHA Certifications of Compliance**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the Standard Annual, Standard 5-Year/Annual, and
Streamlined 5-Year/Annual PHA Plans**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the standard Annual, standard 5-Year/Annual or streamlined 5-Year/Annual PHA Plan for the PHA fiscal year beginning 2004, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

- 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
- 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- 15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
- 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- 17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- 19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
- 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
- 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

Rocky Mount Housing Authority

NC019

PHA Name

PHA Number/HA Code

- ___ Standard PHA Plan for Fiscal Year: 20___
- x Standard Five-Year PHA Plan for Fiscal Years 2004 - 2008 including Annual Plan for FY 2004
- ___ Streamlined Five-Year PHA Plan for Fiscal Years 20___ - 20___, including Annual Plan for FY 20___

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Cleveland D. Whatley	RMHA Chairman of the Board
Signature	Date
<u>Cleveland D. Whatley</u>	10-14-03

Agency Annual Plan

HOUSING AUTHORITY

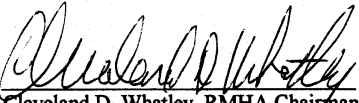
Component (o) Civil Rights Certification

January 1, 2004

The Housing Authority of hereby certifies that all programs and activities included in the Authority's Five Year and Annual Plans will be carried out in full compliance with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990.

In addition, the Housing Authority confirms that to affirmatively further fair housing, the Authority has reviewed programs and activities to identify any impediments to fair housing choice and finding none, further certifies that it will continue to be cognizant of any impediments and work with the City/Council to implement initiatives to further fair housing in the jurisdiction.

Housing Authority of the City of Rocky Mount

By: 
Cleveland D. Whatley, RMHA Chairman

Date: 10-14-03

Its

Approved as to Form:

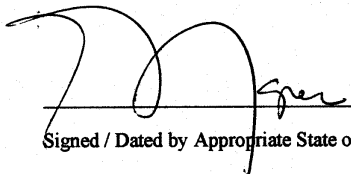
General Counsel _____

Copyright © 1999 by Nan McKay & Associates

File/Peggy/civilrightcert

**Certification by State or Local Official of PHA Plans Consistency with
the Consolidated Plan**

I, Stephen W. Raper the City Manager of the City of Rocky Mount certify
that the Five Year and Annual PHA Plan of the Rocky Mount Housing Authority is
consistent with the Consolidated Plan of Down East HOME Consortium prepared
pursuant to 24 CFR Part 91.

 10/15/03
Signed / Dated by Appropriate State or Local Official

**Certification for
a Drug-Free Workplace**

U.S. Department of Housing
and Urban Development

Applicant Name
Rocky Mount Housing Authority

Program/Activity Receiving Federal Grant Funding
Public Housing Operating Subsidies

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official
Larry Ryssell

Title
Executive Director

Signature

Date

X

10-15-03

form HUD-50070 (3/98)
ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

**Certification of Payments
to Influence Federal Transactions**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Applicant Name

Rocky Mount Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Subsidies

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Larry Russell

Title

Executive Director

Signature

Date (mm/dd/yyyy)

11-15-03

Previous edition is obsolete

form HUD 50071 (3/98)
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approved by OMB
0348-0046

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance		2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award		3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____	
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known:			5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:		
6. Federal Department/Agency:			7. Federal Program Name/Description: CFDA Number, if applicable: _____		
8. Federal Action Number, if known:			9. Award Amount, if known: \$ _____		
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A			b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): N/A		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: _____ Print Name: <u>Larry Russell</u> Title: <u>Executive Director</u> Telephone No.: <u>252-977-3141</u> Date: <u>10/15/03</u>		
Federal Use Only:			Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)		

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

ATTACHMENT W

SPECIFICS OF THE FIVE YEAR PLAN

<u>PROVIDER</u>	<u>GOALS</u>	<u>OBJECTIVES</u>	<u>YEARS</u>			
			<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
<u>Commissioners</u>	#1 To maintain maximum operational Effectiveness	a. Monthly Monitor all expenditures	#1a.	#1a.	#1a.	#1a.
		b. Keep abreast of all new policy changes	#1b.	#1b.	#1b.	#1b.
		c. Make changes in operations as needed.	#1c.	#1c.	#1c.	#1c.
<u>Housing Management</u>	#1 To maintain maximum operational Effectiveness	a. Achieve and Maintain 97% Occupancy Rate	#1a.	#1a.	#1a.	#1a.
		b. Maintain average level of 5% or less in TAR.	#1b.	#1b.	#1b.	#1b.
		c. Provide ongoing staff training	#1c.	#1c.	#1c.	#1c.
		d. Perform annual housekeeping inspection of all units	#1d.	#1d.	#1d.	#1d.
		e. Revise policies as needed	#1e.	#1e.	#1e.	#1e.
		f. Maintain compliance with HUD Regulations	#1f.	#1f.	#1f.	#1f.
		g. Provide timely preparations of HUD Reports	#1g.	#1g.	#1g.	#1g.
		h. Enforce Lease requirements	#1h.	#1h.	#1h.	#1h.
		i. Timely provide and maintain all PHAs requirements	#1i.	#1i.	#1i.	#1i.
		j. Meet all requirements assigned under QHWRA	#ji.	#ji.	#ji.	#ji.
		k. Provide referrals to Residents for Supportive Services	#1k.	#1k.	#1k.	#1k.
<u>Finance</u>	#1 To maintain maximum operational Effectiveness	a. Maintain sufficient reserve level as required by HUD	#1a.	#1a.	#1a.	#1a.
		b. Provide computer training for staff	#1b.	#1b.	#1b.	#1b.
		c. Maintain maximum efficiency use of computer Hardware and Software	#1c.	#1c.	#1c.	#1c.
		d. Maintain adequate financial records	#1d.	#1d.	#1d.	#1d.
		e. Maintain adequate inventory levels	#1e.	#1e.	#1e.	#1e.
		f. Provide best investment rates for Reserves Funds	#1f.	#1f.	#1f.	#1f.

SPECIFICS OF THE FIVE YEAR PLAN

<u>PROVIDER</u>	<u>GOALS</u>	<u>OBJECTIVES</u>	<u>YEARS</u>			
			<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
<u>Section 8</u>	#1 To maintain maximum operational effectiveness	a. Review Utility Allowance Annually	#1a.	#1a.	#1a.	#1a.
		b. Review Rent reasonableness annually	#1b.	#1b.	#1b.	#1b.
		d. Complete goals under FSS Program	#1d.	#1d.	#1d.	#1d.
		e. Encourage participants to enter homeownership counseling	#1e.	#1e.	#1e.	#1e.
		f. Encourage participants to purchase a home	#1f.	#1f.	#1f.	#1f.
		g. Timely produce all required HUD Reports	#1g.	#1g.	#1g.	#1g.
		h. Timely establish and maintain all SEMAP requirements	#1h.	#1h.	#1h.	#1h.
<u>Crime Prevention</u>	#1 To maintain maximum operational effectiveness	a. Monitor all programs funded with DEGP to ensure goals are met	#1a.	#1a.	#1a.	#1a.
		b. Monitor all DEGP expenditures to ensure proper accountability	#1b.	#1b.	#1b.	#1b.
		c. Provide Annual Application to obtain DEGP funding	#1c.	#1c.	#1c.	#1c.
		d. Meet all goals established under RMHA Safety Program	#1d.	#1d.	#1d.	#1d.
		e. Conduct Resident Survey	#1e.	#1e.	#1e.	#1e.
<u>Maintenance/ Modernization management</u>	#1 To maintain maximum operational effectiveness	a. Meet all requirements assigned under PHAs and REAC	#1a.	#1a.	#1a.	#1a.
		b. Meet all requirements established under QHWRA of 1998	#1b.	#1b.	#1b.	#1b.
			#1c.	#1c.	#1c.	#1c.
		d. Timely provide all required HUD Reports	#1d.	#1d.	#1d.	#1d.
		e. Provide staff training programs	#1e.	#1e.	#1e.	#1e.
		f. Provide maintenance training/education for Residents	#1f.	#1f.	#1f.	#1f.
		h. Perform annual inspection of all units	#1h.	#1h.	#1h.	#1h.
		i. Provide statistical reports as required by Executive Director	#1i.	#1i.	#1i.	#1i.

SPECIFICS OF THE FIVE YEAR PLAN

<u>PROVIDER</u>	<u>GOALS</u>	<u>OBJECTIVES</u>	<u>YEARS</u>			
			<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
<u>Commissioners</u>	#2 To increase the level of awareness to policy makers of the need for affordable housing.	a. Provide information to the general public about public housing and its goals and achievements b. Provide ways to generate affordable housing units	#2a. #2b	#2a. #2b	#2a. #2b	#2a. #2b
<u>Housing Management</u>	#2 To increase the level of awareness to policy makers of the need for affordable housing.	a. Provide information on affordable housing in RMHA Newsletter b. Establish flat rent so residents can save money to improve quality of life c. Encourage Residents to purchase home	#2a. #2b. #2c.	#2a. #2b. #2c.	#2a. #2b. #2c.	#2a. #2b. #2c.
<u>Finance</u>	#2 To increase the level of awareness to policy makers of the need for affordable housing.	a. Establish means to use operating funds to support development in accordance with QHWRA	#2a.	#2a.	#2a.	#2a.
<u>Commissioners</u>	#3 To provide housing opportunities and preserve exiting housing stock within Fiscal Responsibility	a. Seek ways to develop new housing opportunities b. Review Capital Funding steps taken to preserve existing housing stock	#3a. #3b.	#3a. #3b.	#3a. #3b.	#3a. #3b.
<u>Maintenance/ Modernization</u>	#3 To provide housing opportunities and preserve exiting housing stock within Fiscal Responsibility	a. Provide ways to use Capital Funding funds to develop new housing units b. See Capital Funds 5-year program for information on preserving exiting housing stock.	#3a. #3b.	#3a. #3b.	#3a. #3b.	#3a. #3b.
<u>Commissioners</u>	#4 To promote self-sufficiency among Residents through education and Employment Training	a. Periodically monitor RMHA programs that offers residents opportunities for employment, job training and education	#4a.	#4a.	#4a.	#4a.

SPECIFICS OF THE FIVE YEAR PLAN

<u>PROVIDER</u>	<u>GOALS</u>	<u>OBJECTIVES</u>	<u>YEARS</u>			
			<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
<u>Housing Management</u>	#4 To promote self-sufficiency among Residents through education and Employment Training	a. Periodically provide residents with information through monthly newsletters.	#4a.	#4a.	#4a.	#4a.
		b. Periodically provide residents with information on job training and employment through monthly newsletters.	#4b.	#4b.	#4b.	#4b.
<u>Crime Prevention</u>	#4 To promote self-sufficiency among Residents through education and Employment Training	a. Through the DEGP, develop programs that will provide Residents with opportunity to advance their education, obtaining Job training and employment. #4a.	#4a.	#4a.	#4a.	#4a.
<u>Section 8</u>	#4 To promote self-sufficiency among Residents through education and Employment Training	a. Provide monthly reports on FSS Program	#4a.	#4a.	#4a.	#4a.
		b. Encourage Section 8 participants to seek better education, a job and/or job training	#4b.	#4b.	#4b.	#4b.

ATTACHMENT W

CONCLUSION

The Housing Authority of the City of Rocky Mount (RMHA) has been in existence since 1953. RMHA began using a long and short term planning system in mid-1992. Much of its achievements have been documented in the Annual Reports and HUD Reviews. However, in accordance with QHWRA, a more formal (written) five year and annual plan has been developed. These plans will be updated as needed.

The major components of the plans is actually a management plan which realistically forecasts the fiscal needs, and describes the need for new developments and improvements to the existing buildings.

In the development of these plans, the Board of Commissioners, Department Heads and Staff considered the following:

- 1. Review of current and proposed agency problems and determined those solutions that would have the greatest positive impact over the next five years;*
- 2. Examined current regulations and how it would impact what RMHA does in the next five years; and*
- 3. Made sure the departmental plans are consistent with Residents' needs and HUD objectives.*

The goals and objectives as outlined are acceptable to all parties involved. However, Staff will monitor activities throughout the first year for possible revisions.